Date: 13/06/2017

FREEDOM OF INFORMATION REQUEST FOI/013473 – Freedom of Information requests

How many FOI requests have been received by your trust on a year by year basis for the past 5 years?
2012 - 283
2013 - 381
2014 - 368
2015 - 494
2016 - 632

How many of the FOI requests have breached the 20 working day limit stipulated by the act in the past 5 years ?
The Trust ensures that if it feels that a response is going to take longer to collate than 20 working days, it will liaise with the requester to ask permission for an extension of time to provide the response. The Trust has never had a requester refuse a request for an extension, which may only be one day on occasion.
The data below includes figures where the Trust has requested permission of the individual requester for an extension of time to provide the information. This is generally the case where the FOI requests are complex and range across multiple specialties and multiple databases, so will take longer than 20 days to collate the information from the various departments. The data below also includes figures where a partial response was sent prior to 20 days and due to the complexity of the request the final information was sent after 20 working days with the permission of the individual requester and also when the Trust has been required to hold a Public Interest Test.
2012 - 43
2013 - 142
2014 - 149
2015 - 128
2016 - 25

How many times was your trust reported to the ICO because of breaches and if they issued fines/how much, etc – for past 5 years
The Trust has not been reported to the ICO due to breaches.
The Trust has not received any fines from the ICO

Please can you advise how long the average FOI request takes to complete
Information not recorded or held.

Please can you advise he minimum time and cost and the maximum time and cost of an FOI request
Information not recorded or held.

Please can you advise how many staff you have in your department working on FOI requests WTE?
There are 2 members of staff but FOI requests are only part of the job role.

Please can you confirm what computer systems do you your to manage your FOIs, (Citrix, Proteus,etc)
The Trust uses a web based solution that has been designed by the Trust's Senior Systems Developer.

What is your estimated cost in terms of consultant time, admin staff, secs, managers spent on FOI requests
Information not recorded