

**Reference Number:** FOIAH2425/357  
**From:** Other  
**Date:** 04 October 2024  
**Subject:** Number of FOIs received from 2022 to date

**Q1** Number of Freedom of Information requests received:

- a) 1st April 2022- 31st March 2023
- b) 1st April 2023- 31st March 2024
- c) 1st April 2024- to date

**A1** a) 674  
b) 735  
c) 346. Please note, this figure is from April - September 2024

**Q2** Percentage that were sent out on time:

- a) 1st April 2022- 31st March 2023
- b) 1st April 2023- 31st March 2024
- c) 1st April 2024- to date

**A2** a) 71.45%  
b) 91.92%  
c) 88.66%. Please note, this figure is from April - September 2024

**Q3** Number of which were sent back for Internal Review:

- a) 1st April 2022- 31st March 2023
- b) 1st April 2023- 31st March 2024
- c) 1st April 2024- to date

**A3** a) 4  
b) 2  
c) 1

**Q4** Number of which were referred to the ICO:

- a) 1st April 2022- 31st March 2023
- b) 1st April 2023- 31st March 2024
- c) 1st April 2024- to date

**A4** a) 0  
b) 0  
c) 0

Q5 Number of staff that you had in the year to process Freedom of Information requests (if this changed throughout the year, please can we request the total number budgeted for and the average number actually in post)

- a) 1st April 2022- 31st March 2023
- b) 1st April 2023- 31st March 2024
- c) 1st April 2024- to date

A5 Freedom of Information (FOI) requests are processed by the Information Governance (IG) Team which includes 6 WTE. This is broken down into the following:

- 1 WTE IG Manager
- 1 WTE IG Officer
- 4 WTE IG Coordinators

Please note, FOIs are a proportion of the workflow for the IG Team. We do not have any staff members whose sole role is to process FOI requests. This structure is part of a service collaboration that covers the Information Governance function for two Trusts.