



UNIVERSITY OF
LINCOLN

J G King

Request-584340-4ff85a84@whatdotheyknow.com

18 July 2019

Our reference: FOI2019062001

Dear J G King

Freedom of Information Act - Request for Information

Thank you for your email of 20 June 2019. Your request for information was as follows:

1- How many Freedom of Information requests you have received per month from April 2017 to May 2019?

2- Could you provide further information on the requests?

Number per month which:

Responded in full

Responded in part

Refused

Exceptions used

Responded within time limit

Requests where the requester was identifiable as a current or former staff or student of your organisation

3- The number of Data subject access requests you have received per month from April 2017 to May 2019?

4- Could you provide further information on the requests?

Number per month which:

Responded in full

Responded in part

Refused

Responded within time limit

5- The number of requests regarding data subject rights such as requests for erasure or rectification by month from April 2017 to May 2019?

6- Could you break down these requests by month by subject right?

The right to be informed

The right of access

The right to rectification

The right to erasure

The right to restrict processing

The right to data portability

The right to object

Rights in relation to automated decision making and profiling.

7- How many staff (FTE) do you have to respond to freedom of information and data subject requests?

8- In which department do these staff sit? E.G. IT, Legal, Governance, Executive support

Secretariat

I have processed your request under the Freedom of Information Act 2000 (FOIA) and can confirm that the information is held. However, the information is not held in a retrievable format. It has been estimated from our preliminary assessment that locating, retrieving and extracting the information you have requested from all the relevant social media accounts would exceed the appropriate costs limit under section 12 of the Freedom of Information Act 2000. This is currently £450.

In accordance with Section 16 of the FOIA, I can confirm the information you have requested is held in a retrievable format from March 2018. Information is also held for Subject access requests that are made centrally as opposed to through the Individual Departments, Schools and Colleges. There are 2 FTE staff that respond to Freedom of Information and Subject access requests. The staff members are part of the Secretariat department.

If you require any assistance, please do not hesitate to contact me by telephone on 01522 886086 or by email at TMoss@lincoln.ac.uk. If you are dissatisfied with the way your request for information has been handled, you can request a review by writing within 40 working days to:

Information Compliance
Secretariat
University of Lincoln
Brayford Pool
Lincoln
LN6 7TS

Email: compliance@lincoln.ac.uk

The University will respond to a request for review within 20 working days of receipt of the request.

Yours sincerely

Tim Moss
FOI Administrative Officer

Secretariat