

FOI request reference: FOI190620KIN	
Details of the request	Our assessment:
1- How many Freedom of Information requests you have received per month from April 2017 to May 2019?	Please see attached spreadsheet for this data.
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	Please see attached spreadsheet for this data. We have not provided the exemptions used as we believe this information would take over the appropriate time limit of 18 hours per s.12 of the Freedom of Information Act. We have 432 cases x 3 minutes to review = over 21 hours. Reducing the scope of your request would help us to provide the data you need, for example by requesting the data for a shorter time period.
3- The number of Data subject access requests you have received per month from April 2017 to May 2019?	Please see attached spreadsheet for this data.
4- Could you provide further information on the requests? Number per month which: Responded in full Responded in part Refused Responded within time limit	Data about whether the request was responded in full or in part is not consistently recorded as this would relate to the application of exceptions made on a case by case basis. There are many reasons we may withhold data including where there may be a criminal investigation, where there is mixed personal data or for the protection of our staff. In all cases received we have provided a response to requesters. Please see attached spreadsheet for data about where we have responded within the 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?	Please see attached spreadsheet for this data.
6- Could you break down these requests by month by subject right?	Please see attached spreadsheet for this data.

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?	1
8- In which department do these staff sit? E.G. IT, Legal, Governance, Executive support	Governance