

Freedom of Information Request

Reference Number: [EPUT.FOI.24.3748](#)
Date Received: 04/10/2024

Information Requested:

Please can I request the following FOI on behalf of Jym Bates, Data Protection officer.

1. Number of Subject Access Requests received.
2. Percentage that were sent out on time.
3. Number of which were sent back for internal review
4. Number of which were referred to the ICO.
5. Number of staff that you had in the year to process Subject Access requests. (if this changed throughout the year, please can we request the total number budgeted for and the average number actually in post)

Please can this be broken down into the following years.

- a) 1st April 2022 – 31st March 2023
- b) 1st April 2023 – 31st March 2024
- c) 1st April 2024 – 29th October 2024

Response

Response:

1. Number of Subject Access requests received.

01/04/2022 - 31/03/2023	301
01/04/2023 - 31/03/2024	314
01/04/2024 - 29/10/2024	205

2. Percentage that were sent out on time.

01/04/2022 - 31/03/2023	98%
01/04/2023 - 31/03/2024	97%
01/04/2024 - 29/10/2024	87.5%

3. Number of which were sent back for internal review

01/04/2022 - 31/03/2023	12
01/04/2023 - 31/03/2024	7
01/04/2024 - 29/10/2024	8

4. Number of which were referred to the ICO.

01/04/2022 - 31/03/2023	4
01/04/2023 - 31/03/2024	2
01/04/2024 - 29/10/2024	1

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

01/04/2022 - 31/03/2023	1
01/04/2023 - 31/03/2024	1
01/04/2024 - 29/10/2024	1

Please note that this post also manages freedom of information requests.

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