



21 August 2017

Information Rights & Compliance Team
99 Waverley Road
St Albans
Hertfordshire
AL3 5TL

Tel: 01727 804954
Email: foi@hpft.nhs.uk

Our Ref: FOI 2647

Thank you for your request concerning Freedom of Information Statistics.

Your request has been considered and processed in accordance with the requirements of the Freedom of Information (FOI) Act 2000.

1. In the last 3 financial years, how many FOI requests has your Trust received and processed?

Financial Year	Number of requests
2014/15	194
2015/16	242
2016/17	366

2. Of those requests, how many were responded to within the statutory 20 working days?

Financial Year	Number of requests
2014/15	67
2015/16	163
2016/17	236

3. How many of those requests were reviews / appeals into information already provided by your Trust?

Financial Year	Information in public domain
2014/15	20
2015/16	19
2016/17	66

4. What is the longest time, in days, that any request has been overdue by?

Financial Year	Longest Delay
2014/15	44
2015/16	121
2016/17	81

5. How many staff do you have working within your FOI Team (e.g., processing / approving requests)?

Financial Year	Number of staff
2014/15	1
2015/16	1
2016/17	1 (Apr – Sept) 1.5 (Sept - March)

6. Please can you provide a copy of your Freedom of Information Policy and Procedure and any Policy, Procedure or working guidelines for your publication scheme?

Please click on this [link](#) to access our Freedom of Information Policy

Please click on this [link](#) to access information regarding our Publication Scheme

Should you require further clarification, please do not hesitate to contact me.

Please find enclosed an information sheet regarding copyright protection and the Trust's complaints procedure in the event that you are not satisfied with the response.

Yours sincerely

Sharon Farrell

Sharon Farrell
Information Rights Officer

Enc: Copyright Protection and Complaints Procedure Information Leaflet.

If you would like to complete a short survey in relation to your Freedom of Information request please scan the QR code below or click [here](#).

