



**East London**

NHS Foundation Trust

**Information Governance**

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28 November 2024

**Our reference: FOI DA5693**

I am responding to your request for information received 1 November 2024. This has been treated as a request under the Freedom of Information Act 2000.

I am now enclosing a response which is attached to the end of this letter. Please do not hesitate to contact me on the contact details above if you have any further queries.

Yours sincerely,

Information Rights Coordinator

If you are dissatisfied with the Trust's response to your FOIA request then you should contact us and we will arrange for an internal review of this decision.

If you remain dissatisfied with the decision following our response to your complaint, you may write to the Information Commissioner for a decision under Section 50 of the Freedom of Information Act 2000. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Tel: 0303 123 1113  
Web: [www.ico.org.uk](http://www.ico.org.uk)

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**Chief Executive Officer:** Lorraine Sunduza  
**Chair:** Eileen Taylor

**Request:** I am writing to request information under the Freedom of Information Act 2000 regarding the handling of Freedom of Information requests and Subject Access request within your NHS Trust. Specifically, I would like to request the following information:

**Question 1:** The total number of FOI requests received by your NHS Trust in the past three financial years.

**Answer:** The Trust received a total of 1,655 FOI requests in the last three financial years.

Financial year	Number of FOIs received
2021/22	<p>The Trust has reviewed your request for information under the Freedom of Information Act (FOI) 2000.</p> <p>Section 21(1) of the FOI Act states:</p> <p><i>(1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.</i></p> <p>The information requested for Financial Years 2021/22 is accessible here:</p> <p>Question 1:</p> <p><a href="https://www.elft.nhs.uk/sites/default/files/2024-11/ANON%20Response%20-%20FOI%20DA5688.pdf">https://www.elft.nhs.uk/sites/default/files/2024-11/ANON%20Response%20-%20FOI%20DA5688.pdf</a></p>
2022/23	<p>The Trust has reviewed your request for information under the Freedom of Information Act (FOI) 2000.</p>
2023/24	<p>Section 21(1) of the FOI Act states:</p> <p><i>(1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.</i></p> <p>The information requested for Financial Years 2022/23 and 2023/24 is accessible here:</p> <p>Question 1:</p> <p><a href="https://www.elft.nhs.uk/sites/default/files/2024-11/ANON%20Response%20-%20FOI%20DA5624.pdf">https://www.elft.nhs.uk/sites/default/files/2024-11/ANON%20Response%20-%20FOI%20DA5624.pdf</a></p>

**Question 2:** The percentage of these requests that were responded to within the statutory timeframe in the past three financial years.

**Answer:** A total of 58.3 percent of FOIs were responded to within the statutory timeframe in the past three financial years.



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Please see table below for breakdown:

Financial year	Percentage of FOIs received responded to within the statutory timeframe
2021/22	<p>The Trust has reviewed your request for information under the Freedom of Information Act (FOI) 2000.</p> <p>Section 21(1) of the FOI Act states:</p> <p><i>(1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.</i></p> <p>The information requested for Financial Years 2021/22 is accessible here:</p> <p>Question 3:</p> <p><a href="https://www.elft.nhs.uk/sites/default/files/2024-11/ANON%20Response%20-%20FOI%20DA5688.pdf">https://www.elft.nhs.uk/sites/default/files/2024-11/ANON%20Response%20-%20FOI%20DA5688.pdf</a></p>
2022/23	<p>The Trust has reviewed your request for information under the Freedom of Information Act (FOI) 2000.</p>
2023/24	<p>Section 21(1) of the FOI Act states:</p> <p><i>(1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.</i></p> <p>The information requested for Financial Years 2022/23 and 2023/24 is accessible here:</p> <p>Question 2:</p> <p><a href="https://www.elft.nhs.uk/sites/default/files/2024-11/ANON%20Response%20-%20FOI%20DA5624.pdf">https://www.elft.nhs.uk/sites/default/files/2024-11/ANON%20Response%20-%20FOI%20DA5624.pdf</a></p>

**Question 3: The number of staff members and the banding of the staff specifically dedicated to handling FOI requests.**

Answer: The Trust employs one WTE FOI Coordinator.

The Trust has reviewed request for information under the Freedom of Information Act (FOI) 2000.

Section 40 for the FOI Act states:

*(2) This exemption covers the personal data of third parties (anyone other than the requester) where complying with the request would breach any of the principles in the UK GDPR.*



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The information you have requested relates to less than five individuals and has the potential for those individuals to be identified. The Trust is therefore unable to provide banding information in detail.

**Question 4: The total number of SAR requests received by your NHS Trust in the past three financial years.**

Answer: The Trust received a total of 5769 SARs requests in the last three financial years.

Financial year	Number of SARS received
2021/22	2280
2022/23	The Trust has reviewed your request for information under the Freedom of Information Act (FOI) 2000.
2023/24	<p>Section 21(1) of the FOI Act states:</p> <p><i>(1)Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.</i></p> <p>The information requested for Financial Years 2022/23 and 2023/24 is accessible here:</p> <p>Question 1:</p> <p><a href="https://www.elft.nhs.uk/sites/default/files/2024-11/anon_response_-_foi_da5625.pdf">https://www.elft.nhs.uk/sites/default/files/2024-11/anon_response_-_foi_da5625.pdf</a></p>

**Question 5: The percentage of these requests that were responded to within the statutory timeframe in the past three financial years.**

Answer: The total of 84.54 percent of SARs were responded to within the statutory timeframe in the past three financial years.

Please see table below for breakdown:

Financial year	Percentage of FOIs received responded to within the statutory timeframe
2021/22	92.81%
2022/23	The Trust has reviewed your request for information under the Freedom of Information Act (FOI) 2000.
2023/24	<p>Section 21(1) of the FOI Act states:</p> <p><i>(1)Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.</i></p> <p>The information requested for Financial Years 2022/23 and 2023/24 is accessible here:</p>



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	Question 2: <a href="https://www.elft.nhs.uk/sites/default/files/2024-11/anon_response_-_foi_da5625.pdf">https://www.elft.nhs.uk/sites/default/files/2024-11/anon_response_-_foi_da5625.pdf</a>
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**Question 6: The number of staff members and the banding of the staff specifically dedicated to handling SAR requests.**

Answer: The Trust employs five WTE staff that are dedicated to handling SARs.

The Trust has reviewed request for information under the Freedom of Information Act (FOI) 2000.

Section 40 for the FOI Act states:

*(2) This exemption covers the personal data of third parties (anyone other than the requester) where complying with the request would breach any of the principles in the UK GDPR.*

The information you have requested relates to less than five individuals and has the potential for those individuals to be identified. The Trust is therefore unable to provide banding information in detail.

**Question 7: The total number of employees within your NHS Trust**

Answer: The Trust has reviewed question 7 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 21(1) of the FOI Act states:

*(1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.*

The information requested is accessible here:

Question 1:

[https://www.elft.nhs.uk/sites/default/files/2024-08/anon\\_response\\_-\\_foi\\_da5510.pdf](https://www.elft.nhs.uk/sites/default/files/2024-08/anon_response_-_foi_da5510.pdf)

**Question 8: Do any of your staff at your Trust handle both FOI and SAR request simultaneously as part of their [sic] job role, if so how many staff and the banding of the staff members.**

Answer: No.

**Question 9: Also please can a job description of each above mentioned roles be provided for SAR and FOI staff that handle and deal with requests.**

Answer: Please see attached Appendix 1 and 2.



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