

Request

I am writing to you under the Freedom of Information Act 2000 to request the following information. Please may you provide me with the below information for each calendar year from 2019 till now:

FOI

- 1) The total number of FOI's received
- 2) The total number of FOI's responded to on time
- 3) The total number of FOI's responded to after the due date
- 4) The longest delay in responding to an FOI
- 5) The total number of FOI's overdue awaiting a response
- 6) The total number of internal reviews requested
- 7) How many officers you have dedicated to the FOI role as either a full job or part of their job description/ responsibilities

SAR

- 1) The total number of SAR's received
- 2) The total number of SAR's responded to on time
- 3) The total number of SAR's responded to after the due date
- 4) the total number of SAR's complexed
- 5) The longest delay in responding to an SAR
- 6) The total number of SAR's overdue awaiting a response
- 7) The total number of internal reviews requested
- 8) How many officers you have dedicated to the SAR role as either a full job or part of their job description/ responsibilities

Response

FOI

	*2019	2020	2021	2022	*2023
1	1855	1529	1701	1373	999
2	1597	1279	1359	1222	835
3	**Information not held	**Information not held	304	112	74
4	**Information not held	**Information not held	113	81	123
5	0	0	0	0	3
6	18	15	21	16	9
7	Two (as incorporated into the job description)				

*Data is recorded in Financial Year, not Calendar Year hence only partial data is available for 2019 and for 2023

**FOI retention schedule is three years so some information is no longer available (data that has been made available has been obtained from the Council's Open Data pages (Performance Data) <https://www.wigan.gov.uk/Council/DataProtection-FOI-Stats/Freedom-of-Information.aspx>)

SAR

	*2019	2020	2021	2022	*2023
1	Information not held	Information not held	14	327	324
2	Information not held	Information not held	10	191	179
3	Information not held	Information not held	3	21	17
4	Information not held	Information not held	2	32	38
5	Information not held	Information not held	Information not held	Information not held	Information not held
6	Information not held	Information not held	0	0	8
7**	0	0	0	0	0
8	Two (as incorporated into the job description)				

*Data is recorded in Financial Year, not Calendar Year hence only partial data is available for 2019 and for 2023

SAR retention schedule is two years so data only available from December 2021 onwards

**We do not have a formal internal review process for SARs, but when a response is queried it will be passed back to the service. However, it is not recorded on our database