



REQUEST 18867

RESPONSE

Please provide the following information for the most recent full financial year available:

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| 1. The total number of Freedom of Information (FOI) requests handled. | 1. 2024-2025: 1,527 |
| 2. The number of full-time equivalent (FTE) and part-time employees involved in handling FOI requests. | 2. There are six members of staff in the Information Governance Team and all of them can spend some part of their time handling FOI requests; the work is handled as part of the overall workload for the team. |
| 3. The names of any software systems or tools used by the FOI team to manage or track requests. | 3. SharePoint, iCasework. |
| 4. The total annual cost of those software systems. | 4. These systems are Council systems and the cost for their use in FOI handling cannot be disaggregated. |
| 5. Any statistics or recorded information showing the average, median, and (if available) upper-quartile time spent per FOI request. | 5. This information is not recorded. |
| 6. The total salary cost of each employee (or, if easier, the total salary expenditure for all FOI-handling staff). | 6. The total salary cost for the information Governance Team is £243,376.00 |
| 7. Copies of any internal communications, reports, or evaluations discussing the cost or effectiveness of FOI handling. | 7. None |
| 8. Confirmation of whether the system used for FOI handling is also used for Subject Access Requests, complaints, or any other casework. | 8. Yes |