

Ref: FOI/2024/10172

Date Received: 7<sup>th</sup> October 2024

Response Due: 4<sup>th</sup> November 2024

Date: 4<sup>th</sup> November 2024

Dear Sir/Madam

With reference to your request for information received on 7<sup>th</sup> October 2024, I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we do hold the information you have requested. A response to each part of your request is provided below.

In your request you asked:

**1. Number of Freedom of Information requests received.**

2022/23 = 742

2023/24 = 954

2024/25 = 404 \*up to September 2024.

**2. Percentage that were sent out on time.**

2022/23 = 85.71%

2023/24 = 89.67%

2024/25 = 96.71% \*up to September 2024.

**3. Number of which were sent back for internal review**

2022/23 = 9

2023/24 = 9

2024/25 = 2 \*up to 07/10/2024

**4. Number of which were referred to the ICO.**

2022/23 = 0

2023/24 = 1

2024/25 = 0 \*up to 07/10/2024

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

2022/23 = 1

2023/24 = 1

2024/25 = 1

**Please can this be broken down into the following years.**

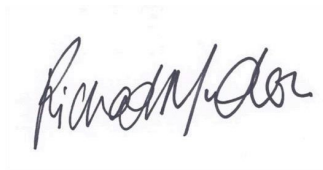
**a) 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023**

**b) 1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024**

**c) 1<sup>st</sup> April 2024 – to date**

If you are not entirely satisfied with this response, please do not hesitate to contact the Information Governance Department via the email address provided. If we do not hear from you within 40 days, we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Richard Mundon', is enclosed in a thin black rectangular border.

Richard Mundon  
Director of Strategy and Planning

**PLEASE NOTE:**

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to: Information Governance Department, Wrightington, Wigan and Leigh NHS Foundation Trust, Suite 9, Buckingham Row, Brick Kiln Lane, Wigan, WN1 1XX.

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision at:

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

Helpline number: 0303 123 111