

06/12/2022

Dear Requester,

FOI 1837

Thank you for your Freedom of Information request. Please note, this is a cross-site response for Bedford site and Luton site.

You asked:

Please could you kindly take a look at the following questions:

- 1. How many SARs (not other types of data protection requests) have been made to the trusts in the last 12 months?** 3076
- 2. How many SAR requests have gone over a deadline (either the standard 30 day allocation or the extended 90 day allocation for more complicated responses)?** 938
- 3. How many staff are usually contacted to provide data to contribute to the request?** The individuals within the SAR team on both sites have access to all systems needed to complete a SAR. On an adhoc basis they may need to contact other staff in the Trust but we do not record this.
- 4. On average how many hours are spent dealing with a SAR?** This varies based on complexity. This can range from 30 mins to several hours.
- 5. Do you have any software to assist with SAR production and if so, which?** No
- 6. Who has budget responsibility over the costs & resources required to respond to the SARs? Please provide**

Name: Section 40 (Personal Data) exemption applied

Title:

Direct Email:

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Please note that the Trust has a formal internal review and complaints process which is managed by the Information Governance Manager/Data Protection Officer. Should you have any concerns with our response, you can make a formal request for an internal review. Requests *for internal review* should be submitted within three months of the date of receipt of the response to your original letter, and should be addressed to: dataprotectionofficer@ldh.nhs.uk. This option is available to you for up to three calendar months from the date your response was issued.

If you are not satisfied with the Trust review under the Freedom of Information Act 2000 you may apply directly to the Information Commissioners Officer (ICO) for a review of your appeal decision. The ICO can be contacted at: ICO, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF www.ico.org.uk

Yours sincerely,

FOI Officer

Bedfordshire Hospitals NHS Foundation Trust