



Trust Headquarters
Nexus House
4 Gatwick Road
Crawley
West Sussex
RH10 9BG

Date:

Email:

Dear,

Tel: 0300 123 0999
www.secamb.nhs.uk

I am writing in response to your enquiry under the Freedom of Information Act 2000 (FOIA) reference FOI 240315. Please accept my sincere apologies for the delay and inconvenience you have experienced regarding this request. In this instance, the Trust has not responded to your request within the required 20 days, and for this I apologise.

You requested the following information, please also see our response below:

Under the Freedom of Information Act, I would like to request the following information:

For the last 3 tax year's (23/22, 22/21, 21/20) please provide the total cost of:

- **Total number of staff hired with responsibility for freedom of information requests, (full time equivalent).**

20/21 – Less than 10

21/22 - Less than 10

22/23 - Less than 10

Roles include FOI Coordinators, Head of IG and IG managers.

Those that have the responsibility to provide data etc. to FOI requests (e.g., finance personnel, SIRO etc.) are not included.

- **Total salary costs for staff with responsibility for freedom of information requests.**

2020/21	2021/22	2022/23
£92,421	£103,851	£103,178

- **Total for all other costs associated with handling freedom of information requests.**

No other costs are associated with handling freedom of information requests, as tools used to monitor FOI requests are included within other licenses (e.g., Microsoft 365).

- **Total number of freedom of information requests received, and total number responded with the requested information.**

The summary below has been taken from the IG annual report:

The total number of FOI requests received during 2022/2023 was 589, compared to 424 requests for 2021/2022 and 364 for 2020/2021.

Less than 10, we are unable to provide exact figures as this could be identifiable to individuals.

With regards to providing analytical information, the Trust complies with the ICO Anonymisation Code of Practice. This stipulates that when providing information organisations adopt the less than 10 caveat in instances where there are low numbers when providing analytical information. By applying these parameters we are reducing the potential linking of data and making this identifiable.

I hope you find this information of some assistance.

If for any reason you are dissatisfied with our response, kindly in the first instance contact Caroline Smart, Head of Information Governance via the following email address:

FOI@secamb.nhs.uk

Yours sincerely

**Freedom of Information Coordinator
South East Coast Ambulance Service NHS Foundation Trust**

