

Date: 3 November 2022

Dear

ATISN 16803

Please find below the Welsh Government's response to your request for information, which we received on October 27.

It is important to note that the Freedom of Information Act gives individuals a right of access to recorded information held by a public authority at the time the request was received. It does not require an authority such as the Welsh Government to provide views or opinions where those views are not already recorded. This is confirmed by the Information Commissioner's guidance 'The Guide to Freedom of Information', page 7:

"The Act does not cover information that is in someone's head. If a member of the public asks for information, you only have to provide information you already have in recorded form. You do not have to create new information or find the answer to a question from staff who may happen to know it."

1. How many SARs (not other types of data protection requests) have been made to the government in the last 12 months?

Between 1 November 2021 to 31 October 2022 the Welsh Government has received 49 DSARs.

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)?

Of the 49 DSAR's, 7 were responded to late.

3. How many staff are usually contacted to provide data to contribute to the request?

The Welsh Government does not hold recorded information that would answer this request. The number of contributing officials is wholly dependent on exactly what information has been requested and where it sits and this is not recorded.

4. On average how many hours are spent dealing with a SAR?

The Welsh Government does not hold recorded information that would answer this request. The time taken to deal with any particular request is wholly dependent on exactly what information has been requested and this is not recorded.

5. Do you have any software to assist with SAR production and if so, which?

The Welsh Government do not have any specific software to assist in the production of DSARs.

6. Who has budget responsibility over the costs & resources required to respond to the SARs?

There is no specific budget for the costs and resources required to respond to DSARs as each business area covers this activity within their normal running costs. Therefore, there is no sole person who has budget responsibility over the costs & resources required to respond to the DSARs.

If you are dissatisfied with the Welsh Government's handling of your request, you can ask for an internal review within 40 working days of the date of this response. Requests for an internal review should be addressed to the Welsh Government's Freedom of Information Officer at:

Information Rights Unit
Welsh Government
Cathays Park
Cardiff
CF10 3NQ

or e-mail: Freedom.ofinformation@gov.wales

Please remember to quote the ATISN reference number above.

You also have the right to complain to the Information Commissioner. The Information Commissioner can be contacted at:

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

Telephone: 0303 123 1113
Website: www.ico.org.uk

However, please note that the Commissioner will not normally investigate a complaint until it has been through our own internal review process.

Yours sincerely