



Your reference: N/A

Our reference: FOI_24_0309

E-mail: FOI

@gloucestershire.police.uk

Direct dial: 01452 754304

Postal Address: As above

Date: 09/04/2024

Dear

Gloucestershire Constabulary Freedom of Information request FOI_24_0309

On 11/03/2024 you sent an email constituting a request under the Freedom of Information Act asking the following:

Dear All,

Apologies for another request today for data but Linda Waters (NPCC Lead for Income Generation and Cost Recovery) has asked us to help her to understand the number of Subject Access Requests (SARs) forces are processing and the time taken to service the requests.

Subject Access Requests are a legal right for an individual under the Data Protection Act 2018. Whilst previously costing £10 they have been free since the new act was enacted in 2018. Where individuals are requesting a SAR for the sole purpose of gaining a list of the convictions, for travel or immigration purposes, this is now processed by ACRO on behalf of forces.

Could you let us know:

1. How many SARs you have received in the last 3-years, broken down by year so that we can see whether the numbers are rising, falling or remain static.
2. How long on average does it take your force to process a SAR.
3. Whether you employ staff specifically (and at what cost) to process SARs.

Under the Freedom of Information Act 2000 s1, I can confirm that Gloucestershire Constabulary holds some relevant information.

Following receipt of your request, I can confirm that searches have been conducted with the relevant departments and the results are as follows:

1. Number of SARs received from 01/01/2021 – 11/03/2024

Year	Total
2021	276
2022	300
2023	384
2024	71
Total	1031

2. The average time to process a SAR is 42.8 days.

3. There are 4 Disclosure Officers employed, they provide disclosures for SARs along with FOI's and other disclosure processes.

The total cost of the 4 Disclosure Officers within in the 24/25 budget:
£176,334

If you are not satisfied with this response or any actions taken in dealing with your request, you have the right to ask that we review your case under our internal procedure. Please note that a request for an internal review must be made within 20 working days of the response to your original request.

If you decide to request that such a review is undertaken and following this process you are still unsatisfied, you then have the right to direct your complaint to the Information Commissioner for consideration.

The Information Commissioner can be contacted via the following means:

Website - <https://ico.org.uk/>

Call their helpline - 0303 123 1113

Email - casework@ico.org.uk

Post –

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

Yours sincerely,

Disclosure Officer
Gloucestershire Constabulary