21 December 2018

Freedom of Information Act 2000 (FOIA)
Request ID: REQ04435

Dear Sir/Madam.

Thank you for your request for information relating to FOI requests.

You have requested the following information:

1. How many people are employed to deal with FOI?

There are 7 people employed in the Information Governance Team. However there are other employees within the Council who provide information for Freedom of Information requests for their day-to-day duties.

2. What is the budget for administering FOI?

None.

3. Do you use case management software for FOI? If so, which one?

No.

4. Do you publish a disclosure log?

Yes.

The supply of information in response to a freedom of information request does not confer an automatic right to re-use the information. You can use any information supplied for the purposes of private study and non-commercial research without requiring further
permission. Similarly, information supplied can also be re-used for the purposes of news reporting. An exception to this is photographs. Please contact us if you wish to use the information for any other purpose.

For information, we publish a variety of information such as: FOI/EIR Disclosure Log, Publication Scheme, Facts about Coventry and Open Data that you may find of useful if you are looking for information in the future.

If you are unhappy with the handling of your request, you can ask us to review our response. Requests for reviews should be submitted within 40 days of the date of receipt of our response to your original request – email: infogov@coventry.gov.uk

If you are unhappy with the outcome of our review, you can write to the Information Commissioner, who can be contacted at: Information Commissioner’s Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or email casework@ico.org.uk.

Please remember to quote the reference number above in your response.

Yours sincerely

Information Governance