



**Freedom of Information Act 2000
Information Disclosure Notice**

**Request Reference: 14553
Date: 04 July 2018**

Subject: FOI Administration

Your request:

1. How many people are employed to deal with FOI?
2. What is the budget for administering FOI?
3. Do you use case management software for FOI? If so, which one?
4. Do you publish a disclosure log?

Our response:

1. No staff are employed to deal solely with FOI Requests, 2.4 Full Time Equivalents deal with the administration process as part of their roles. Other officers get involved as the need requires
2. We do not hold a separate budget for the administration of FOI requests
3. No
4. No