

London Borough of Barnet,  
North London Business Park,  
Oakleigh Road South,  
London  
N11 1NP  
10 May 2023  
Our ref: 9683092

Thank you for your request received on 28 April 2023, for the following information:

**Dear Barnet Borough Council,**

**1) Number of Subject Access Requests Received for the period 1st April 2022 to 31st March 2023?**

- \* Total number of SAR's received for the local authority
- \* Total number of SAR's received for Adult Social Care
- \* Total number of SAR's received for Children's Social
- \* Total number of SAR's received for Education Services

**2) Number of Subject Access Requests completed within the statutory timeframe of 30 days for the period 1st April 2022 to 31st March 2023?**

- \* Total number of SAR's completed within the statutory timeframe of 30 days by the local authority

- \* Total number of SAR's completed within the statutory timeframe of 30 days by Adult Social Care

- \* Total number of SAR's completed within the statutory timeframe of 30 days by Children's Social Care

- \* Total number of SAR's completed within the statutory timeframe of 30 days by Education Services

**3) Number of subject access requests that did not meet the statutory timeframe and were overdue for the period 1st April 2022 to 31st March 2023?**

- \* Total number of SAR's that did not meet the statutory timeframe and were overdue for the local authority

- \* Total number of SAR's that did not meet the statutory timeframe and were overdue for Adult Social Care

- \* Total number of SAR's that did not meet the statutory timeframe and were overdue for Children's Social Care

- \* Total number of SAR's that did not meet the statutory timeframe and were overdue for Education Services

**4) Average length of days that overdue subject access requests were late by for the period 1st April 2022 to 31st March 2023?**

- \* Average length of days that overdue subject access requests were late by for the local authority

- \* Average length of days that overdue subject access requests were late by for Adult Social Care
- \* Average length of days that overdue subject access requests were late by for Children's Social Care
- \* Average length of days that overdue subject access requests were late by for Education Services

5) What was your longest overdue subject access request by days for the period 1st April 2022 to 31st March 2023?

- \* longest overdue subject access request by days for the local authority
- \* longest overdue subject access request by days for Adult Social Care
- \* longest overdue subject access request by days for Children's Social Care
- \* longest overdue subject access request by days for Education Services

6) Do you have a dedicated resource/team to process subject access requests?

If yes, do they cover all SAR's in the local authority, or is this resource just for certain areas?

And, if yes, what roles and how many does this team comprise of?

If no, do departments handle their own SAR's?

We have processed this request under the Freedom of Information Act 2000.

## **Response**

The council holds the information requested and it is attached/ the answers to your questions are below

*Dear Barnet Borough Council,*

**1) Number of Subject Access Requests Received for the period 1st April 2022 to 31st March 2023?**

**\* Total number of SAR's received for the local authority**

205

**\* Total number of SAR's received for Adult Social Care**

26

**\* Total number of SAR's received for Children's Social**

84

**\* Total number of SAR's received for Education Services**

19

**2) Number of Subject Access Requests completed within the statutory timeframe of 30 days for the period 1st April 2022 to 31st March 2023?**

**\* Total number of SAR's completed within the statutory timeframe of 30 days by the local authority**

194 within statutory targets

**\* Total number of SAR's completed within the statutory timeframe of 30 days by Adult Social Care**

26 within statutory targets

**\* Total number of SAR's completed within the statutory timeframe of 30 days by Children's Social Care**

80 within statutory targets

**\* Total number of SAR's completed within the statutory timeframe of 30 days by Education Services**

18 within statutory targets

**3) Number of subject access requests that did not meet the statutory timeframe and were overdue for the period 1st April 2022 to 31st March 2023?**

**\* Total number of SAR's that did not meet the statutory timeframe and were overdue for the local authority**

11 overdue

**\* Total number of SAR's that did not meet the statutory timeframe and were overdue for Adult Social Care**

0 overdue

**\* Total number of SAR's that did not meet the statutory timeframe and were overdue for Children's Social Care**

4 overdue

**\* Total number of SAR's that did not meet the statutory timeframe and were overdue for Education Services**

1 overdue

**4) Average length of days that overdue subject access requests were late by for the period 1st April 2022 to 31st March 2023?**

**\* Average length of days that overdue subject access requests were late by for the local authority**

43

**\* Average length of days that overdue subject access requests were late by for Adult Social Care**

No overdue requests

**\* Average length of days that overdue subject access requests were late by for Children's Social Care**

86

***\* Average length of days that overdue subject access requests were late by for Education Services***

7

***5) What was your longest overdue subject access request by days for the period 1st April 2022 to 31st March 2023?***

***\* longest overdue subject access request by days for the local authority***

159

***\* longest overdue subject access request by days for Adult Social Care***

No overdue requests

***\* longest overdue subject access request by days for Children's Social Care***

159

***\* longest overdue subject access request by days for Education Services***

13

***6) Do you have a dedicated resource/team to process subject access requests?***

***If yes, do they cover all SAR's in the local authority, or is this resource just for certain areas?***

***And, if yes, what roles and how many does this team comprise of?***

***If no, do departments handle their own SAR's?***

The council operates a hybrid system, with two central Information Management Officers reporting to the Transparency & Information Rights Lead who handle and co-ordinate SARs across the council as part of their role. This central team oversees a network of Subject Access Link Officers in services throughout the council who process SARs as part of their role.

### **Further information**

If you are interested in the data that the council holds you may wish to visit Open Barnet, the council's data portal. This brings together all our published datasets and other information of interest on one searchable database for anyone, anywhere to access. <http://open.barnet.gov.uk/>

### **Advice and Assistance : Direct Marketing**

If you are a company that intends to use the names and contact details of council officers (or other officers) provided in this response for direct marketing, you need to be registered with the Information Commissioner to process personal data for this purpose. You must also check that the individual (whom you wish to contact for direct marketing purposes) is not registered with one of the Preference Services to prevent Direct Marketing. If they are you must adhere to this preference.

You must also ensure you comply with the Privacy Electronic and Communications Regulations (PECR). For more information follow this Link [www.ico.org.uk](http://www.ico.org.uk)

**For the avoidance of doubt the provision of council (and other) officer names and contact details under FOI does not give consent to receive direct marketing via any media and expressly does not constitute a 'soft opt-in' under PECR.**

## **Your rights**

If you are unhappy with the way your request for information has been handled, you can request a review within the next 40 working days by writing to the Information Management Team at: [foi@barnet.gov.uk](mailto:foi@barnet.gov.uk). Or by post to Records & Information Management Service, Assurance Group, London Borough of Barnet, 2 Bristol Avenue, Colindale, NW9 4EW

If, having exhausted our review procedure, you remain dissatisfied with the handling of your request or complaint, you will have a right to appeal to the Information Commissioner at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF (telephone: 0303 123 1113; website [www.ico.org.uk](http://www.ico.org.uk)). There is no charge for making an appeal.