



**Information Governance**

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[www.coventry.gov.uk](http://www.coventry.gov.uk)

Please contact Information Governance

[infogov@coventry.gov.uk](mailto:infogov@coventry.gov.uk)

Date: 1 August 2019

Dear Sir/Madam

**Freedom of Information Act 2000 (FOIA)  
Request ID: REQ05970**

Thank you for your request for information relating to subject access requests:

- 1. Do you have a backlog of Subject Access Requests, i.e. Subject Access Requests that have been received but have not been completed within the statutory time limit of one month.**

Yes

- 2. If the answer to question 1 above is yes, how many Subject Access Requests do you have that are over the statutory time limit of one month.**

We have 12 that are over the time limit of one month.

- 3. Out of the figure provided in response to question 2 above can you provide details of how many of the overdue Subject Access Requests are:**

- (i) Up to one month overdue**
- (ii) Over one month overdue**

- (i) 1**
- (ii) 11**

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.

Should you wish to make any further requests for information, you may find what you are looking for is already published on the [Council's web site](#) and in particular its FOI/EIR [Disclosure log](#), [Council's Publication Scheme](#), [Open Data](#) and [Facts about Coventry](#).

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](mailto: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](mailto:casework@ico.org.uk).

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

Yours faithfully

**Information Governance**