

# Freedom of Information Request

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**Reference Number:** EPUT.FOI.18.816 (Review)  
**Date Received:** 06 January 2019

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## Information Requested:

Thank you for your mail and the reply to my FOI request. However your response is not satisfactory. You had responded to my previous request (made on 9/9/2018) for information on the same parameters for the year 2016 which you kindly provided in your email of 9/10/2018. Can you please clarify what is different this time that makes you estimate that it would be excessive in terms of time and cost?

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## Response:

In 2015 Doctors were responsible for completing their own travel expense claims forms and sending to Payroll once approved. The Trust was not fully involved in the process at that time and therefore do not have full records.

In an effort to be helpful we approached our previous payroll provider to ascertain if they are able to provide this information.

Although they were able to provide us with a database of staff names it did not include job titles. Therefore an additional report was needed to cross reference those staff who are Consultants. 376 Consultants were identified on the database for 2015.

However a manual check of records / travel expense claims forms is now required to ascertain if those 376 Consultants had travel expense claims for the specified time frame.

To search and analyse the information required from each document will take an average of 5 minutes per file (376 records x 5 minutes = 31.3 hours).

Guidance from the ICO (Information Commissioners Office) states that Public Authorities are permitted to refuse a request where it estimates that it would exceed the appropriate limit of 18 hours.

The Trust is therefore applying Section 12 (Exemption where cost of compliance exceeds appropriate limit) of the Act.

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## Applied Exemption:

### Section 12 (Exemption where cost of compliance exceeds appropriate limit):

- (1) Section 1(1) does not oblige a public authority to comply with a request for information if the authority estimates that the cost of complying with the request would exceed the appropriate limit.

- (2) Subsection (1) does not exempt the public authority from its obligation to comply with paragraph (a) of section 1(1) unless the estimated cost of complying with that paragraph alone would exceed the appropriate limit.
- (3) In subsections (1) and (2) “the appropriate limit” means such amount as may be prescribed, and different amounts may be prescribed in relation to different cases.
- (4) The Secretary of State may by regulations provide that, in such circumstances as may be prescribed, where two or more requests for information are made to a public authority—
  - (a) by one person, or
  - (b) by different persons who appear to the public authority to be acting in concert or in pursuance of a campaign, the estimated cost of complying with any of the requests is to be taken to be the estimated total cost of complying with all of them.
- (5) The Secretary of State may by regulations make provision for the purposes of this section as to the costs to be estimated and as to the manner in which they are to be estimated