

**Freedom of Information Act 2000 - Request Reference FoI/23/190**  
**Subject Access Requests**

**1. How many SARs (not other types of data protection requests) have been made to the board in the last 12 months?**

Total requests March 2022 to Feb 2023:	2,657
Compliant requests:	1,375
Noncompliant request:	1,282
Average time to respond:	40 days
Total requests outstanding:	59

Please note:

- The above information is limited to requests that are centrally logged and may exclude certain requests made by individuals directly to some UHB services.
- These figures include a small number of requests made via Family Court. Some of these may have been made following receipt of consent, whilst others may have been processed following receipt of a court order.
- A small number of requests have been discounted due to a logging issue, but this equates to around 10 requests.

**2. How many SAR requests have gone over a deadline (either the standard 30 day allocation or the extended 90 day allocation for more complicated responses)?**

Please see above response.

**3. How many staff are usually contacted to provide data to contribute to the request?**

Cardiff and Vale University Health Board does not hold this information.

**4. On average how many hours are spent dealing with a SAR?**

The UHB does not hold this information.

**5. Do you have any software to assist with SAR production and if so, which?**

The UHB uses specialist redaction software, e-redact, provided by Footprint Solutions.

**6. Who has budget responsibility over the costs & resources required to respond to the SARs? Please provide:**

**Title:**

- Directorate Manager, Patient Administration and Outpatients (please note: this budget includes but is not limited to the function for supporting Subject Access Requests for health records)
- Director of Digital & Health Intelligence (please note: this budget includes but is not limited to the function for supporting Subject Access Requests from UHB staff)

**Name, Direct Email and Phone Number:** After considering your request, the UHB believes that the data requested is classed as personal data as defined under the General Data Protection Regulation (GDPR) and Data Protection Act 2018 and its disclosure would be contrary to the data protection principles and constitute unfair and unlawful processing in regard to Articles 5, 6, and 9 of GDPR. We are therefore withholding this detail under Section 40(2) of the Freedom of Information Act 2000. This exemption is absolute and therefore there is no requirement to apply the public interest test.

**7. How many employee SARs have you received in the last 12 months and how many went over the deadline (either the standard 30 day or 90 extended)?**

Total requests March 2022 to Feb 2023:	27
Compliant requests:	26
Noncompliant request:	1
Average time to respond:	34 days
Total requests outstanding:	1