

PBNI Disclosure Log – Response to Request

Request Reference: 023.05.22

Date of Request: 29 March 2022

Date of Response: 25 April 2022

Request and Response

1. For the period 16th March – 17th July 2020 (i.e., when ICO had indicated a sympathetic approach to delay), provide precise data if available e.g., 15 out of 30 requests, and if not, provide an estimate e.g., 10%, for these questions:

(a) how many responses to FOI requests were issued within 20 working days of receipt by your organisation?

Answer: 1

(b) how many responses to FOI review requests were issued within 20 working days of receipt of the request for an internal review? *Answer: 0*

(c) how many responses to FOI requests were issued within 21 and 60 working days of receipt by your organisation? *Answer: 0*

(d) how many responses to FOI review requests were issued within 21 and 60 working days of receipt of the request for an internal review? *Answer: 0*

2. For the period 18th July – 8th October 2020 (i.e., during the ‘preparing for recovery’ phase), provide precise data if available e.g., 15 out of 30 requests, and if not, provide an estimate e.g., 10%, for these questions:

(a) how many responses to FOI requests were issued within 20 working days of receipt by your organisation?

Answer: 5

(b) how many responses to FOI review requests were issued within 20 working days of receipt of the request for an internal review? *Answer: 1*

(c) how many responses to FOI requests were issued within 21 and 60 working days of receipt by your organisation? *Answer: 0*

(d) how many responses to FOI review requests were issued within 21 and 60 working days of receipt of the request for an internal review? *Answer: 0*

3. During the period 1st March to 30th October 2020, provide precise data if available e.g., 15 out of 30 requests, and if not, provide an estimate e.g., 10%, for these questions:

(a) how many responses to FOI requests were issued more than 60 working days after receipt of the request?

Answer: 0

(b) how many responses to FOI review requests were issued more than 60 working days after receipt of a request for an internal review? *Answer: 0*

4. When FOI request or review responses were issued more than 21 working days after receipt during the period 1st March and 30th October 2020, what were the main reasons for the delay? e.g., closure of premises due to Covid-19, reallocation of resources due to Covid-19, staff shortages due to Covid-19, absence of key staff due to Covid-19, limited access to necessary systems due to Covid-19, other issue related/unrelated to Covid19.

Answer: Not applicable

5. In relation to the FOI requests received by your organisation between 1st March and 30th October 2020, what proportion related directly to Covid-19, your organisation's Covid-19 response or impact of the pandemic on your organisation? (Provide precise data if available e.g., 15 out of 30 requests, and if not, provide an estimate e.g., 10%)

Answer: None

6. On 17th July 2020 the Information Commissioner's Office (ICO) launched a self-assessment Freedom of Information toolkit (FOI self-assessment toolkit | ICO) to help public authorities respond to FOI requests as they prepared to recover

from the coronavirus pandemic.

- Does, or has your organisation ever, use/d the toolkit? If so, please explain whether it has had any positive outcomes.

Answer: Yes PBNi have used the toolkit and found it helpful when responding to FOI requests.

- If your organisation has not/does not make use of the toolkit, please explain why not.

7. In response to Covid19, has the volume of information your organisation publishes:

- not changed
- significantly increased
- significantly decreased
- don't know

Answer: Not changed

8. Has your organisation taken steps to proactively publish information relating to Covid-19, your organisation's Covid-19 response or the impact of the pandemic on your organisation? If it includes a dedicated webpage, please provide a link to the webpage.

Answer: PBNi has published the following information relating to the organisation's response and the impact of the pandemic on the organisation:

https://www.pbni.org.uk/wp-content/uploads/2020/12/09-IPJ-Vol-17_O'Neill_McGreevy.pdf

<https://www.agendani.com/changing-lives-for-safer-communities-2/>

PBNi also have a Covid-19 section on the Changing Lives App which provides information for service users and includes the public health message and signposts related resources.

If you have any queries about this letter, or if you feel I have misinterpreted your request please contact me. Please remember to quote the reference number above in any future communications.

If you are unhappy with the way PBNi has handled your request, you may ask for an internal review using our complaints procedure. A copy of our [complaints procedure](#) is available on our website www.pbni.org.uk. If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision.

The Information Commissioner can be contacted at: Information Commissioner's Office,
Wycliffe House,
Water Lane,
Wilmslow,
Cheshire,
SK9 5AF.

Please note that PBNi publishes responses to requests for information on its website where we believe there may be a wider public interest. If requests are published they are anonymised i.e. details of the requester are not published.