

## **Freedom of Information Act 2000 (FOIA)**

### **Decision notice**

**Date:** 24 January 2023

**Public Authority:** Guy's and St Thomas' NHS Foundation Trust  
**Address:** Westminster Bridge Road  
London  
SE1 7EH

#### **Decision (including any steps ordered)**

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1. The complainant requested information about employee grievances. By the date of this notice, Guy's and St Thomas' NHS Foundation Trust ("the Trust") had not issued a substantive response to this request.
2. The Commissioner's decision is that the Trust has breached section 10(1) of FOIA in that it failed to provide a valid response to the request within the statutory time frame of 20 working days.
3. The Commissioner requires the Trust to take the following step to ensure compliance with the legislation.
  - The Trust must provide a substantive response to the request in accordance with its obligations under FOIA.
4. The Trust must take this step within 35 calendar days of the date of this decision notice. Failure to comply may result in the Commissioner making written certification of this fact to the High Court pursuant to section 54 of FOIA and may be dealt with as a contempt of court.

## Request and response

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5. On 5 October 2022, the complainant wrote to the Trust and requested information in the following terms:

“[redacted] I would appreciate your help with providing answers to the following questions:

- [redacted]
- Have any grievances been brought by employees within the [redacted] team about [redacted] within the past two years. I would also like anonymised details of the race of the person who brought any grievances and whether they are females over the of age 35.
- I would like the details of what stage these grievances reached (hearing, appeal) etc.
- Please provide details of how many IN were issued within the past two years, to members of the [redacted] team. I would like details of the race of the person who issued the IN and the person who was in receipt of the IN.
- Please provide anonymised details of the race of managers and employees.
- Please provide anonymised details of the number of managers and employees who are females over the age of 35.

[redacted]”

6. The Trust acknowledged the request on 6 October 2022, confirming that the request had been copied to the Trust’s Information Governance Team.
7. The complainant sent the request again, direct to the Information Governance Team, on 17 October 2022. To date, a substantive response has not been issued.

## Scope of the case

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8. The complainant contacted the Commissioner on 5 December 2022, to complain about the Trust's failure to respond to their request.
9. The Commissioner has considered whether the Trust has complied with its obligations in relation to the time for compliance at section 10(1) of FOIA.

## Reasons for decision

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10. Section 1(1) of FOIA states that:
  - "Any person making a request for information to a public authority is entitled –
  - (a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and
  - (b) if that is the case, to have that information communicated to him."
11. Section 10(1) of FOIA states that a public authority must respond to a request promptly and "not later than the twentieth working day following the date of receipt".
12. On 3 January 2023, the Commissioner wrote to the Trust, reminding it of its responsibilities and asking it to provide a substantive response to the complainant's request within 10 working days.
13. Despite this intervention, the Trust has failed to respond to the complainant.
14. From the evidence provided to the Commissioner in this case, it is clear that the Trust did not deal with the request for information in accordance with FOIA. The Commissioner finds that the Trust has breached section 10(1) by failing to respond to the request within 20 working days and it is now required to respond to the request in accordance with FOIA.

## Right of appeal

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15. Either party has the right to appeal against this decision notice to the First-tier Tribunal (Information Rights). Information about the appeals process may be obtained from:

First-tier Tribunal (Information Rights)  
GRC & GRP Tribunals,  
PO Box 9300,  
LEICESTER,  
LE1 8DJ

Tel: 0203 936 8963

Fax: 0870 739 5836

Email: [grc@justice.gov.uk](mailto:grc@justice.gov.uk)

Website: [www.justice.gov.uk/tribunals/general-regulatory-chamber](http://www.justice.gov.uk/tribunals/general-regulatory-chamber)

16. If you wish to appeal against a decision notice, you can obtain information on how to appeal along with the relevant forms from the Information Tribunal website.
17. Any Notice of Appeal should be served on the Tribunal within 28 (calendar) days of the date on which this decision notice is sent.

**Signed .....**

**Michael Lea**  
**Team Manager**  
**Information Commissioner's Office**  
**Wycliffe House**  
**Water Lane**  
**Wilmslow**  
**Cheshire**  
**SK9 5AF**