

Information Governance

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20 June 2017

Reference no. 17180047

Dear

Request for Information: Freedom of Information Act

Thank you for your email of 11 April, making a request for information under the Freedom of Information Act. You requested the following information and the Trust is able to provide the information below in response:

Request:

- 1 – how many requests for reasonable adjustments under the Equality Act have you received from your staff?
- 2 – could you break down the numbers of requests at question 1 in terms of types of disability involved, eg, mobility impairments, vision impairments, hearing impairment, cognitive impairment, etc?
- 3 - how many of these requested adjustments are made/granted? If possible, could this also be broken down by category of disability?
- 4 – in the cases where the requested adjustments are made, what is the time taken between each request being made and the adjustment being made?
- 5 – in the cases where the requested adjustments are not made, what is the reason (in broad terms) for not making those adjustments? eg, excessive cost, restrictions due to planning laws, etc.

Response:

The Trust publishes information in relation to equality and diversity, which can be located via the following URL:

<http://www.oxfordhealth.nhs.uk/about-us/governance/equality-and-diversity>

1-4. The Trust is unable to comply with your request as to do so would require the Trust to exceed the appropriate limit set in regulation by section 12 of the Freedom of Information Act. The Trust estimate it would take a minimum of 25 hours to derive the information you have requested, and could take at least 125 hours.

The Trust Occupational Health Department would be involved in requests for reasonable adjustments and the results of such a request are stored in individual clinical records in unstructured form and individual review would be required to collate the information you have requested. There are also individual requests for reasonable adjustment that are made directly through an individual's line manager, which are not recorded in a reportable format. Query, analysis and manual review of in excess of 1500 electronic records would be required to ascertain if information were present and collate the information requested. Even if it took only 1 minute per record of current staff, 25 hours effort would be required to comply with your request. It is likely to take 5 minutes however and so a minimum of 125 hours would be required.. The appropriate limit set by the Act is 18 hours.

5. The Trust consider request for reasonable adjustment appropriately and the grounds for refusing a reasonable adjustment would be because the adjustment in itself is not reasonable. This could be for a number of reasons including cost and operational needs of the service.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to me and I will ensure the decision is reviewed. The Trust will consider undertaking a review if requested to do so within 40 working days of the date the response is received by the applicant, and will apply discretion if a longer period of time has passed.

Should you wish to make a complaint as a result of the outcome of such a review, you may apply directly to the Information Commissioner's Office (ICO) for a decision.

Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the Trust for FoI Act matters.

The ICO can be contacted at:

The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF

Please contact me if there are any further queries.

Kind regards,

Yours sincerely,

Mark Underwood

Head of Information Governance