



## FREEDOM OF INFORMATION REQUEST

**FOI Reference number: 37/2020**

**Date: 11 December 2020**

### **Request:**

I am writing to request information from the Northern Ireland Policing Board:

**Qu 1. Are you subject to request made under 'Access to the medical files and reports (NI) Order 1991.'?**

Answer -

Medical reports are defined by the Access to Medical Files and Report (NI) Order 1991 as "*a report relating to the physical or mental health of the individual prepared by a medical practitioner who is or has been responsible for the clinical care of the individual*". The statutory purpose of the Board's SMPs is not clinical care of applicants to the police pension and/or injury benefit schemes. Accordingly, the provisions of the aforementioned order are not applicable to reports prepared by the Board's SMPs.

**Qu 2. What timescale does it take to respond to Subject Access Requests?**

Answer –

Under data protection legislation an organisation normally has to respond to a subject access request within one month of receipt of the request or within one month of receipt of:

- Any information requested to confirm the requester's identity; or
- A fee (only in certain circumstances).

However if an individual has made a number of requests or the request is complex, the organisation may need extra time to consider it and can take up to an extra two months to respond.

Please note that since 23 March 2020 the NI Policing Board has been keeping its business operations under review due to the coronavirus outbreak. As such, on occasion, we may not be able to meet the statutory timescale for replying to requests.

**Qu 3. Are you subject to GDPR regulations regarding personal data you hold on an individual?**

Answer –

Yes – The NI Policing Board complies with the UK data protection regime which is set out in the Data Protection Act 2018 and the GDPR (which also forms part of UK law).

If you have queries about this request or the decision please contact the Board quoting the reference number above. If you are unhappy with the service you have received and wish to make a complaint or request a review you should write to the Board's Chief Executive at the following address:

Northern Ireland Policing Board  
Waterside Tower  
31 Clarendon Road  
Clarendon Dock  
Belfast BT1 3BG

Email: [foi@nipolicingboard.org.uk](mailto:foi@nipolicingboard.org.uk)

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner. Generally, the Information Commissioner's Office cannot investigate or make a decision on a case unless you have exhausted the complaints procedure provided by the Board. The Information Commissioner can be contacted at:-

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

Telephone: - 0303 1231114

Email: - [ni@ico.org.uk](mailto:ni@ico.org.uk)

Please be advised that Policing Board replies under Freedom of Information may be released into the public domain via our website @ [www.nipolicingboard.org.uk](http://www.nipolicingboard.org.uk).

Personal details in respect of your request have, where applicable, been removed to protect confidentiality.