| Police Scotland logo | Freedom of Information ResponseOur reference: FOI 25-1234, 1235, 1236 & 1237Responded to: 16 April 2025 |
| --- | --- |

Your recent requests for information are replicated below, together with our response.

They have been answered together for ease of response.

**25-1234 - I wish to make a Freedom of Information Request for the number of staff working in the Data Protection Department in Police Scotland on the 29th of March of each year in 2019, 2020, 2021, 2022, 2023 & 2024.**

**25-1235 - I wish to make a Freedom of Information Request for the number of staff working in the Subject Access Request Department in Police Scotland on the 29th of March of each year in 2019, 2020, 2021, 2022, 2023 & 2024.**

**25-1236 - I wish to make a Freedom of Information Request for the number of staff working in the Freedom of Information Request Department in Police Scotland on the 29th of March of each year in 2019, 2020, 2021, 2022, 2023 & 2024.**

The information sought in the requests above is *not held* by Police Scotland and section 17 of the Act therefore applies.

To explain, there are no departments as per the terminology set out in your request.

The Information Management department has responsibility for the processing of FOI and Subject Access Requests, but no staff are formally dedicated to one or the other task.

All staff within the department have both in their job description - as well as a variety of other tasks.

I can advise you that as of 1 April 2025, there are 52 Disclosure Officers within the department (plus 2 vacant posts in the process of being filled), 12 Lead Disclosure Officers and 4 Disclosure Managers. There is also 1 Administration Assistant (plus 1 vacant post in the process of being filled).

Those figures have not changed significantly in recent years.

You should also note that the Force has a Data Protection Officer who heads up a separate ‘Information Assurance’ department.

Their roles encompass some elements of Data Protection work such as Privacy Impact Assessments, Data Protection Impact Assessments and Information Sharing - but not Subject Access Requests.

**25-1237 - I wish to make a Freedom of Information Request for the number of civilian staff Police Scotland have had working for the organisation on the 29th of March of each year in 2019, 2020, 2021, 2022, 2023 & 2024.**

The information sought is publicly available:

[Police Scotland Officer Numbers - Police Scotland](https://www.scotland.police.uk/about-us/how-we-do-it/police-scotland-officer-numbers/)

The information is therefore held by Police Scotland, but I am refusing to provide it in terms of section 16(1) of the Act on the basis that the section 25(1) exemption applies:

“Information which the applicant can reasonably obtain other than by requesting it […] is exempt information”.

If you require any further assistance, please contact us quoting the reference above.

You can request a review of this response within the next 40 working days by email or by letter (Information Management - FOI, Police Scotland, Clyde Gateway, 2 French Street, Dalmarnock, G40 4EH). Requests must include the reason for your dissatisfaction.

If you remain dissatisfied following our review response, you can appeal to the Office of the Scottish Information Commissioner (OSIC) within 6 months - [online](https://www.foi.scot/appeal), by email or by letter (OSIC, Kinburn Castle, Doubledykes Road, St Andrews, KY16 9DS).

Following an OSIC appeal, you can appeal to the Court of Session on a point of law only.

This response will be added to our [Disclosure Log](http://www.scotland.police.uk/access-to-information/freedom-of-information/disclosure-log) in seven days' time.

Every effort has been taken to ensure our response is as accessible as possible. If you require this response to be provided in an alternative format, please let us know.