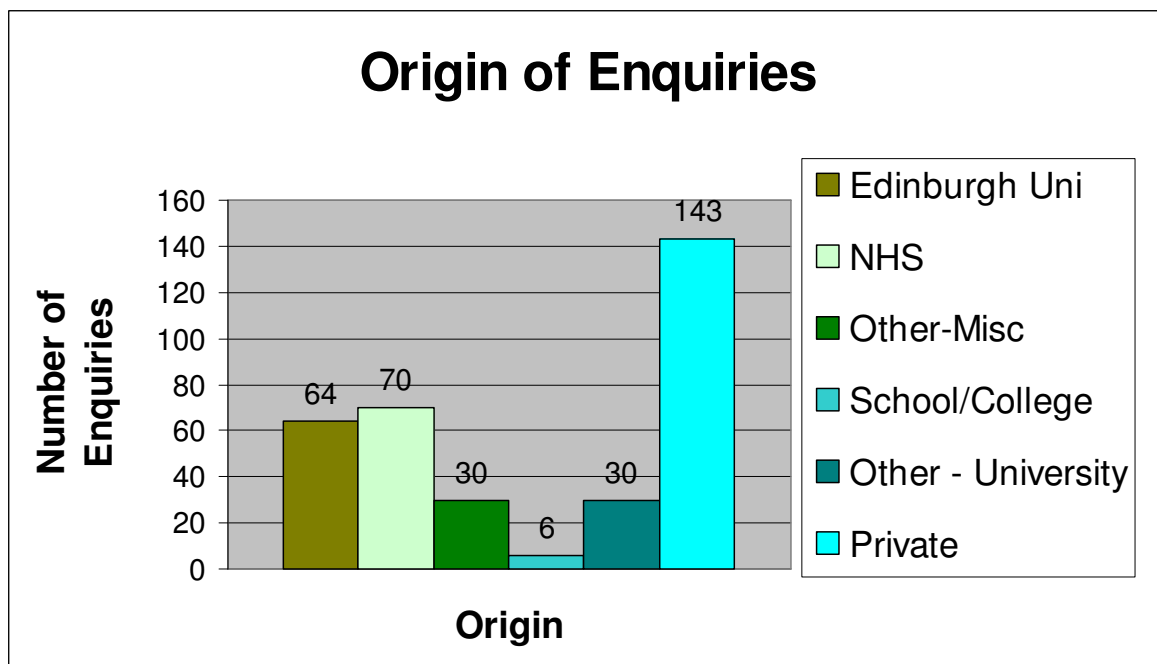


LHSA Enquiry Figures January to June 2006

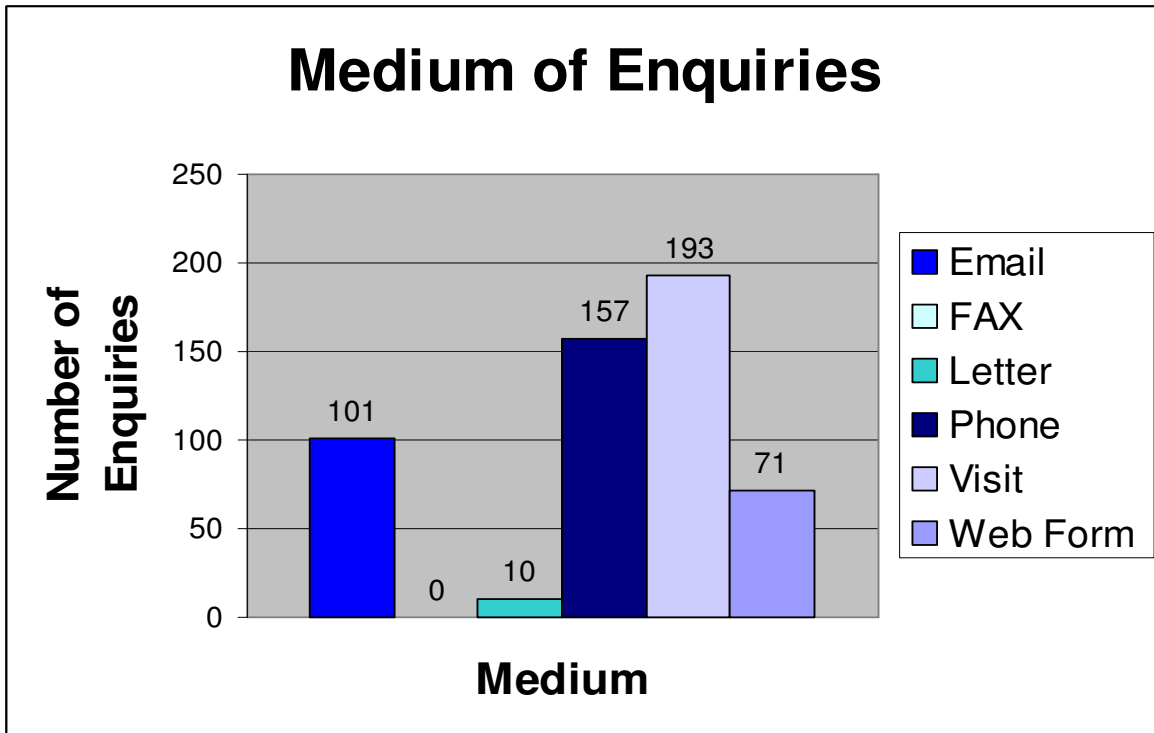
From January 2005 enquiries have been recorded differently with subsequent contacts asking for further information now not being counted unless relating to a completely new enquiry.



Origin of Enquiry	Number of Enquiries - January to June 2006
Edinburgh Uni	64
NHS	70
Miscellaneous	30
Schools/Colleges	6
Other University	30
Private	143
Total	343 (Excludes visits to Reading Room and Stack)

Miscellaneous includes National Archives of Scotland, National Library of Scotland, the Royal Colleges, National Galleries, Social Workers and the media.

LHSA Enquiry Figures January to June 2006, cont.



Medium	Number of Enquiries January to June 2006
Email	101
Fax	0
Letter	10
Phone	157
Visit	193 (Includes visits to Stack and Reading Room)
Web Form	71
Total	532 (Includes visits to Stack and Reading Room)

Reading Room Statistics

Month	Readers	Productions (includes some whole boxes and folders as well as single items)
January	17	40
February	28	71
March	43	172
April	4	13
May	17	71
June	13	20
Total	122	387

Includes closed week – 29th May to 2nd June (Special Collections stock-taking)

LHSA Enquiry Figures January to June 2006, cont.

Production Statistics - Special Access

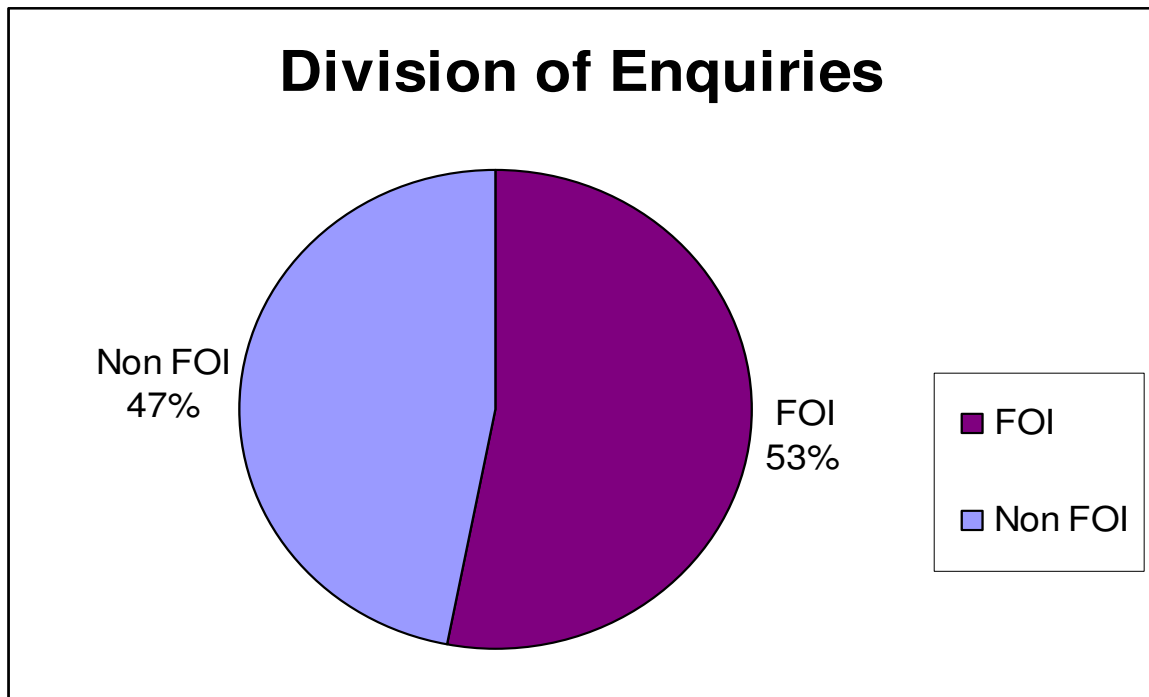
Approximate total	Jan to June 2006
	230

Production Statistics - Staff

Approximate total	Jan to June 2006
	1690

Analysis of FOI Implications in LHSA Enquiries

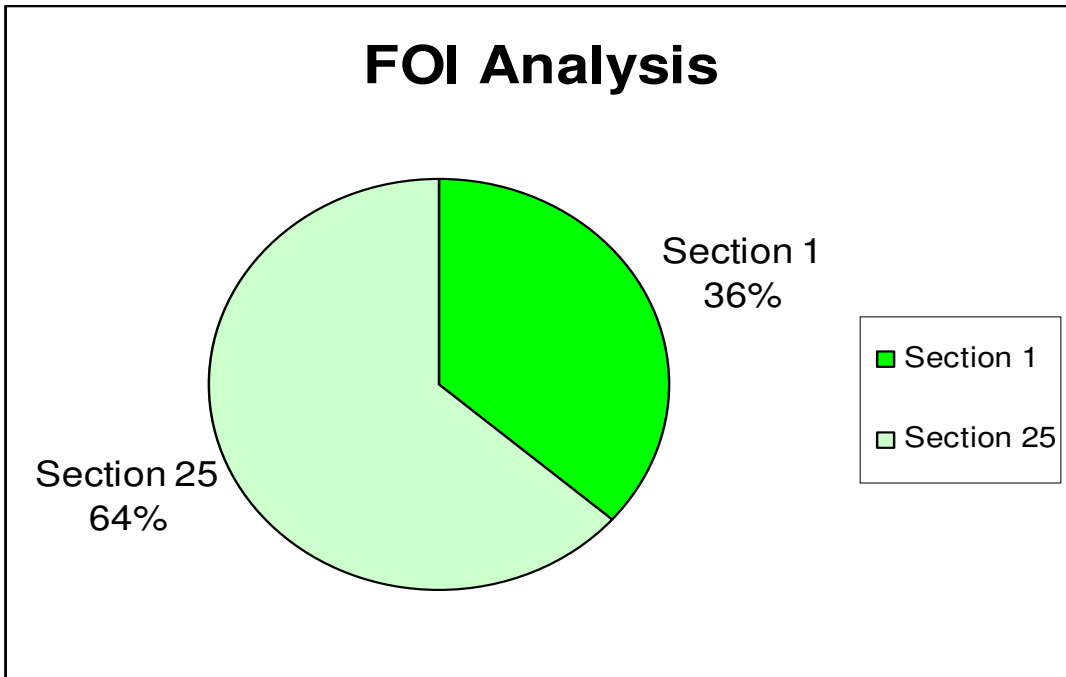
Excluding Reading Room and Special Visits



An FOI enquiry is one which is made in a permanently recordable format. In the case of LHSA this means letters, faxes, emails and Web Forms are treated as FOI enquiries. Telephone enquiries and personal enquiries are not.

LHSA Enquiry Figures January to June 2006, cont.

Percentage of enquiries dealt with under Section 25 (catalogued material) and Section 1 (uncatalogued material/ material held elsewhere) of the FOI (Scotland) Act 2002



Percentage of enquiries exempt from FOI under Section 38 (covers confidential personal information) of the FOI (Scotland) Act 2002

