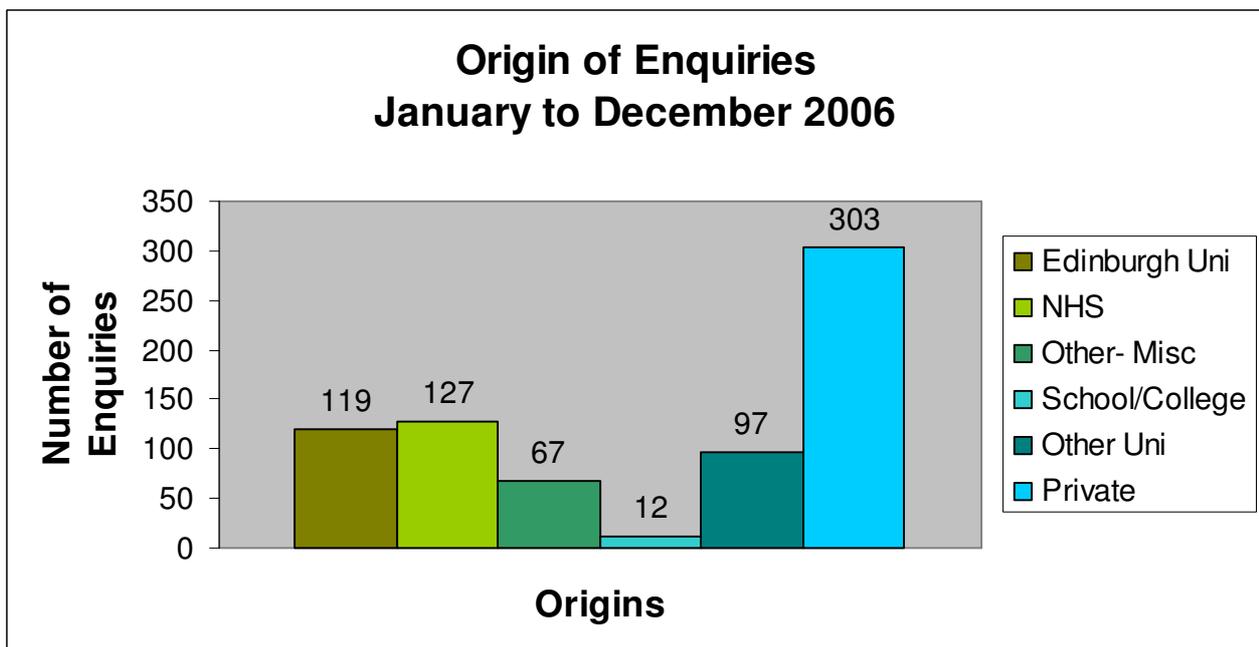


# LHSA Enquiry Figures January to December 2006

## Website

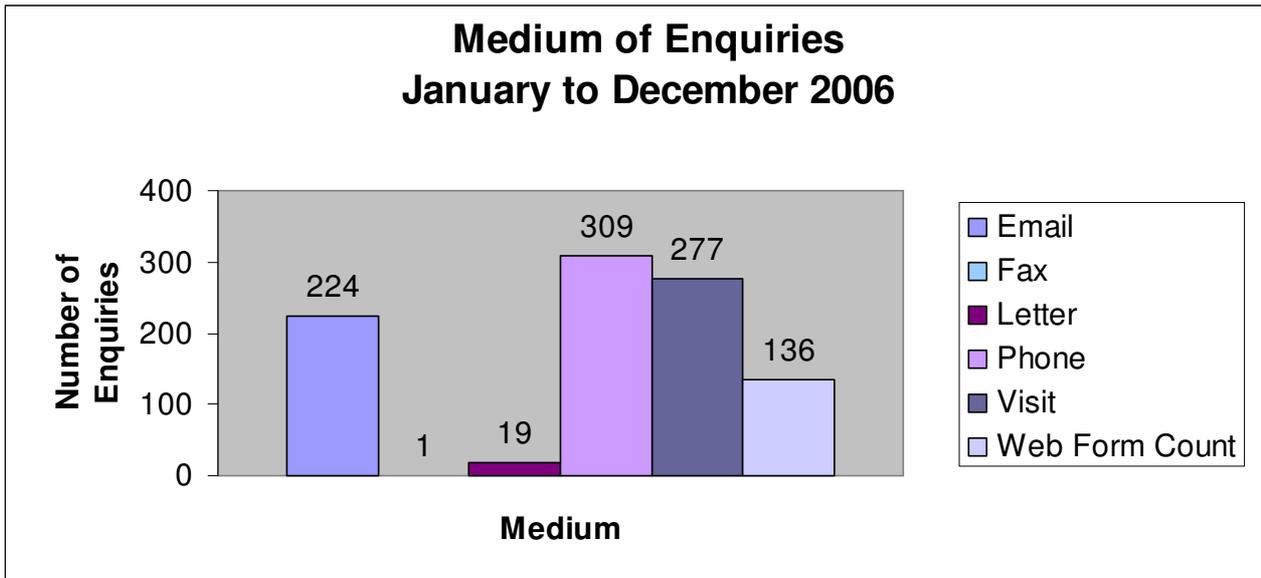
Website hits for 2006 equalled 63656 which equates to an average of c. 5321 per month.

## Enquiry Statistics



Origin of Enquiry	Number of Enquiries January – December 2006	Number of Enquiries January – December 2005
Edinburgh University	119	139
NHS	127	136
Miscellaneous *	67	63
Schools/Colleges	12	12
Other University	97	119
Private	303	243
<b>Total</b>	<b>725 (Excl. visits to Reading Room &amp; Stack)</b>	<b>712 (Excl. visits to Reading Room &amp; Stack)</b>

\* Miscellaneous includes NAS, Royal Colleges, National Galleries, Social Workers and the media



Format	Number January – December 2006	Number January – December 2005
Email	224	149
Fax	1	1
Letter	19	34
Phone	309	372
Visit	277 (Includes visits to Stack and Reading Room)	259 (Includes visits to Stack and Reading Room)
Web Form	136	105
<b>Total</b>	<b>966 (Includes visits to Stack and Reading Room)</b>	<b>920 (Includes visits to Stack and Reading Room)</b>

### Reading Room Statistics

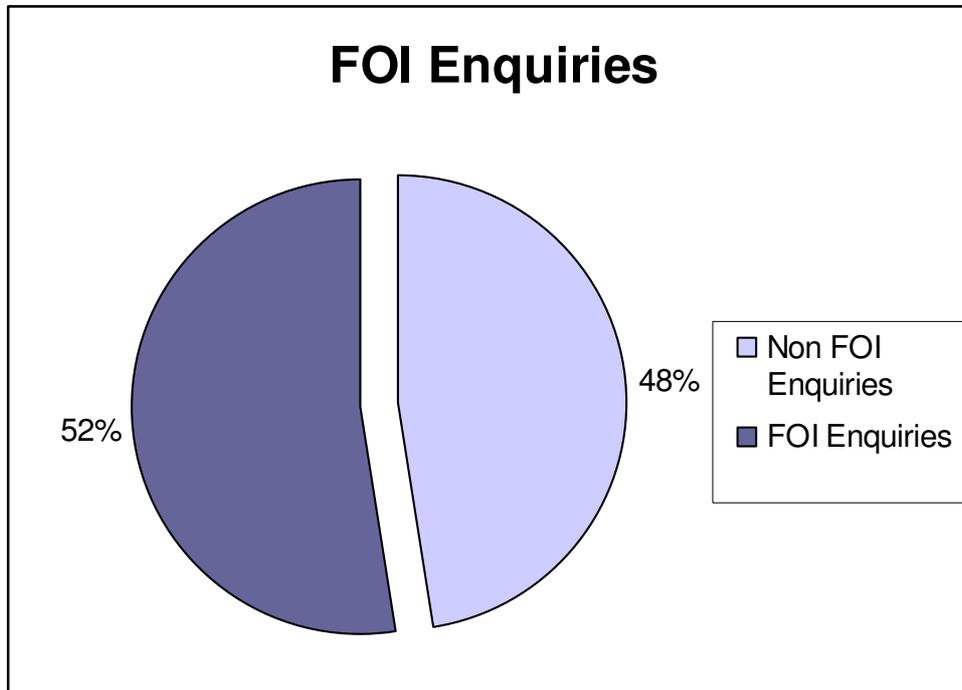
Month	Readers 2006	Productions* 2006	Readers 2005	Productions* 2005
January	17	40	21	161
February	28	71	14	79
March	43	172	27	106
April	4	13	26	137
May	17	71	10	34
June	13	20	14	78
July	6	9	16	110
August	20	55	12	41
September	8	30	19	54
October	1	8	16	55
November	16	72	23	73
December	16	24	10	18
<b>TOTAL</b>	<b>189</b>	<b>585</b>	<b>208</b>	<b>946</b>

Closed week – 29<sup>th</sup> May to 2<sup>nd</sup> June and limited opening August 14<sup>th</sup> – Mid November (2 days per week)

\* Productions includes some whole boxes and folders as well as single items

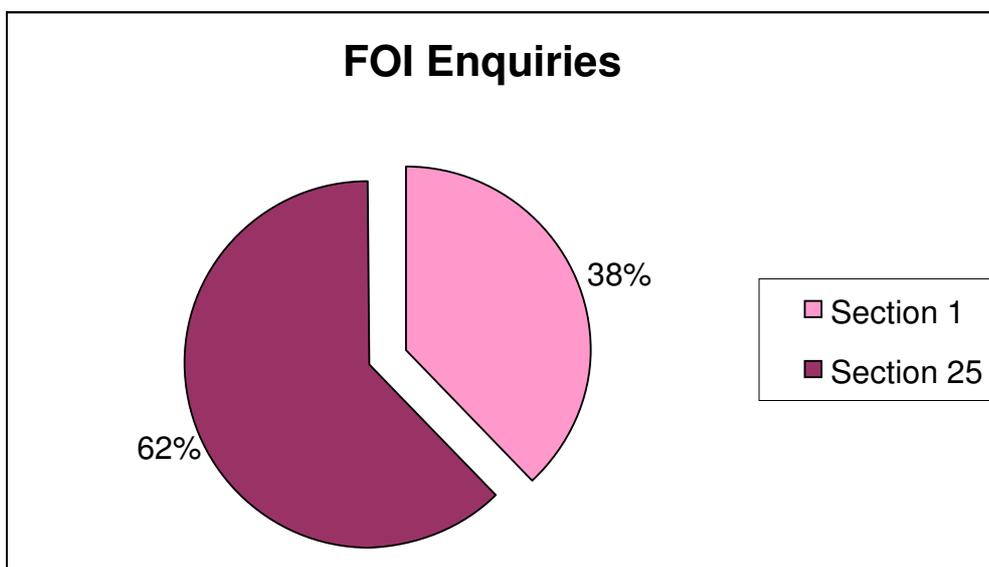
### Analysis of FOI Implications in LHSA Enquiries

Percentage of 725 enquiries (excluding Reading Room and Stack Visits) which can be regarded as FOI enquiries



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 enquiries made in person are not.

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



**Analysis of FOI Implications in LHSA Enquiries** cont.

Excluding Reading Room and Stack Visits

Percentage of FOI enquiries dealt with under Section 38 (exemption relating to personal information) of the FOI (Scotland) Act 2002

