

CLYDEBANK HOUSING ASSOCIATION LTD.**TO:** Management Committee**DATE:** 23/10/2020**FROM:** Head of Housing Services**SUBJECT:** Freedom of Information Return - Quarter 2 of 2020/21 (July to September)**Purpose of report**

Housing Associations have been subject to Freedom of Information legislation since 11 November 2019.

Since then we have been compiling statistical information for submission on a quarterly basis to the Information Commissioners Office (ICO). This report details the requests received as well as the responses made.

2020/21 FOI Requests Received & Responded to – Quarter 2 2020 (July to September)

<u>FOI Reference</u>	<u>Date Received</u>	<u>Subject</u>	<u>FOI mentioned by customer</u>	<u>Info held by CHA</u>	<u>Target Response Date</u>	<u>Response Date</u>	<u>Working Days to Respond</u>	<u>Within target</u>
FOI002	04/07/2020	RSL statistical information	Yes	Partial	31/07/2020	28/07/2020	17	Yes

The above information was submitted to the ICO on 19 October 2020.

2020/21 FOI Requests Received & Responded to – Year to date (April 2020 to March 2021)

<u>FOI Reference</u>	<u>Date Received</u>	<u>Subject</u>	<u>FOI mentioned by customer</u>	<u>Info held by CHA</u>	<u>Target Response Date</u>	<u>Response Date</u>	<u>Working Days to Respond</u>	<u>Within target</u>
FOI002	04/07/2020	RSL statistical information	Yes	Partial	31/07/2020	28/07/2020	17	Yes

As can be seen, only one request was received during the quarter. Although we did not hold all of the information requested, we provided the relevant information we did hold within our target timescales. The information we did not hold was not legislative, nor are there any requirements for us to record, reference or report it anywhere. We have no obligation to provide or set up systems to account for information we do not currently hold. The information we did send was posted on our website for future reference.

The information on the next page confirms our submissions to the ICO.

Scottish Information Commissioner
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	<u>Submission Date</u>	<u>Submission Quarter</u>	<u>Last Modified</u>	<u>Status</u> ▼	Action
	19/10/2020	July to Sep 2020	19/10/2020	Submitted	Edit
	30/07/2020	Apr to Jun 2020	30/07/2020	Submitted	Edit
	08/04/2020	Jan to Mar 2020	08/04/2020	Submitted	Edit
	21/01/2020	Oct to Dec 2019	21/01/2020	Submitted	Edit

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