CLYDEBANK HOUSING ASSOCIATION LTD.

TO: Management Committee DATE: 16/02/2021

FROM: Head of Housing Services

SUBJECT: Freedom of Information Return - Quarter 3 of 2020/21 (October to December)

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)

FOI Reference	<u>Date</u> <u>Received</u>	Subject	FOI mentioned by customer	Info held by CHA	Target Response Date	Response Date	Working Days to Respond	Within target
FOI006	19/10/2020	RSL statistical information	Yes	Partial	16/11/2020	28/10/2020	7	Yes
FOI007	06/11/2020	Supply of H&S equipment purchase	Yes	Partial	27/12/2020	09/11/2020	1	Yes

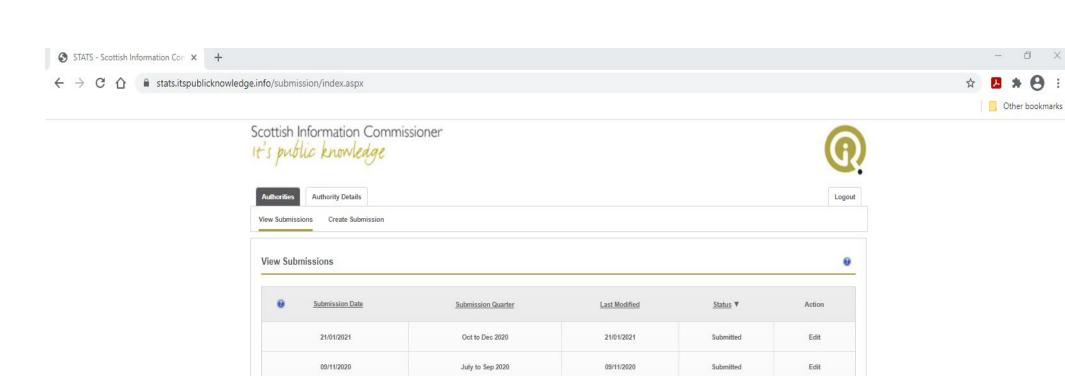
The above information was submitted to the ICO on 21 January 2021.

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

FOI Reference	<u>Date</u> <u>Received</u>	Subject	FOI mentioned by customer	Info held by CHA	Target Response Date	Response Date	Working Days to Respond	Within target
FOI002	04/07/2020	RSL statistical information	Yes	Partial	31/07/2020	28/07/2020	17	Yes
FOI006	19/10/2020	RSL statistical information	Yes	Partial	16/11/2020	28/10/2020	7	Yes
FOI007	06/11/2020	Supply of H&S equipment purchase	Yes	Partial	27/12/2020	09/11/2020	1	Yes

As can be seen, two requests were 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:



Apr to Jun 2020

Jan to Mar 2020

Oct to Dec 2019

30/07/2020

08/04/2020

09/01/2020

Edit

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Edit

Submitted

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30/07/2020

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