

CLYDEBANK HOUSING ASSOCIATION LTD.

TO: Management Committee

DATE: 21/02/2020

FROM: Head of Housing Services

SUBJECT: Freedom of Information Requests Quarter 3 2019/20

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.

As this is the first report of this type, the format and information contained will be built on going forward.

FOI Requests Received & Responded to – Quarter 3 2019/20

<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>Days to Respond</u>	<u>Within target</u>
FOI001	16/12/19	Information on electrical safety inspections	Yes	Yes	01/01/2020	17/12/2019	2	Yes

As can be seen, only one request was received during the quarter, for which we held the information asked for and responded within our target timescales. The information requested was also posted on our website for future reference.