

Freedom of Information /Data Protection Stats (2009/10)FOI Requests (Quarter 1)

Service Group	No of requests completed in quarter	No completed within 20 days	Percentage	Reasons for requests not completed within 20 days
DANS	32	27	84.38%	One request was accidentally overlooked by DANS FOI and was not registered until late  Two requests took longer to investigate due to complexity of request  One request took longer to retrieve information relating to request  One request needed consultation with Legal so took longer to investigate
Law & Democracy	7	7	100%	N/A
CESC	33	30	91%	waiting information from area involved with the request
Resources	29	27	93%	One delay due to officer - 5 working days One delay due to oversight on deadline
Tristar	N/A	N/A	N/A	N/A
<b>Total</b>	<b>105</b>	<b>95</b>	<b>90%</b>	

DP Subject Access Requests (Quarter 1)

Service Group	No of requests completed in quarter	No completed within 40 days	Percentage	Reasons for requests not completed within 40 days
DANS	0	N/A	N/A	N/A
Law & Democracy	0	N/A	N/A	N/A
CESC	10	4	40%	large volume of requests for information
Resources	0	N/A	N/A	N/A
Tristar	1	1	100%	N/A
<b>Total</b>	<b>11</b>	<b>5</b>	<b>45%</b>	

**FOI Requests (Quarter 2)**

<b>Service Group</b>	<b>No of requests completed in quarter</b>	<b>No completed within 20 days</b>	<b>Percentage</b>	<b>Reasons for requests not completed within 20 days</b>
DANS	38	36	94.74%	One request took longer to investigate due to complexity of request  One request was spread over departments and took longer to investigate due to complexity of request
Law & Democracy	9	9	100%	N/A
CESC	51	50	98%	waiting information from area involved with the request
Resources	44	36	82%	2 due to oversight, 7 and 24 days late 1 by agreement with requester, 8 days late 2 due to workload/ holidays of FOI rep both 1 day late  1 due to officer holidays in service, 12 days late 2 due to delays with officers in service, 2 and 3 days late
Tristar	1	1	100%	N/A
<b>Total</b>	<b>141</b>	<b>130</b>	<b>92%</b>	

**DP Subject Access Requests (Quarter 2)**

<b>Service Group</b>	<b>No of requests completed in quarter</b>	<b>No completed within 40 days</b>	<b>Percentage</b>	<b>Reasons for requests not completed within 40 days</b>
DANS	1	1	100%	N/A
Law & Democracy	0	N/A	N/A	N/A
CESC	42	41	98%	large volume of requests for information
Resources	0	N/A	N/A	N/A
Tristar	1	1	100%	N/A
<b>Total</b>	<b>44</b>	<b>43</b>	<b>98%</b>	

**FOI Requests (Quarter 3)**

<b>Service Group</b>	<b>No of requests completed in quarter</b>	<b>No completed within 20 days</b>	<b>Percentage</b>	<b>Reasons for requests not completed within 20 days</b>
DANS	43	42	98%	1 request was answered late due to the investigating officer going off on sick leave
Law & Democracy	5	4	91%	1 request sent to Resources FOI Inbox on 16.11.09 and not forwarded to Law & Democracy until 14.12.09, response made 18.12.09.
CESC	52	37	71%	other work commitments, holiday period.
Resources	44	35	80%	2 delayed in service 2 complex queries involving finance 1 complex issue regarding report 4 due to oversight on deadline (database being developed to improve administration of requests)
Tristar	3	3	100%	N/A
<b>Total</b>	<b>153</b>	<b>127</b>	<b>83%</b>	

**DP Subject Access Requests (Quarter 3)**

<b>Service Group</b>	<b>No of requests completed in quarter</b>	<b>No completed within 40 days</b>	<b>Percentage</b>	<b>Reasons for requests not completed within 40 days</b>
DANS	0	N/A	N/A	N/A
Law & Democracy	0	N/A	N/A	N/A
CESC	30	15	50%	officer on sick leave & large volume of requests
Resources	0	N/A	N/A	N/A
Tristar	1	1	100%	N/A
<b>Total</b>	<b>31</b>	<b>16</b>	<b>52%</b>	

**FOI Requests (Quarter 4)**

<b>Service Group</b>	<b>No of requests completed in quarter</b>	<b>No completed within 20 days</b>	<b>Percentage</b>	<b>Reasons for requests not completed within 20 days</b>
DANS	39	38	97.4%	The information requested had to be sourced from a third party, extension letter sent out to complainant informing them of the delay. Missed original target by 31 days
Law & Democracy	16	16	100%	
CESC	36	30	83%	Complex requests
Resources	43	33	77%	Combination of complex requests and oversight on due dates.
Tristar	0	0	N/A	N/A
<b>Total</b>	<b>134</b>	<b>117</b>	<b>87%</b>	

**DP Subject Access Requests (Quarter 4)**

<b>Service Group</b>	<b>No of requests completed in quarter</b>	<b>No completed within 40 days</b>	<b>Percentage</b>	<b>Reasons for requests not completed within 40 days</b>
DANS	0	N/A	N/A	
Law & Democracy	0	N/A	N/A	
CESC	45	42	93%	High volume of requests
Resources	0	N/A	N/A	
Tristar	1	1	100%	N/A
<b>Total</b>	<b>46</b>	<b>43</b>	<b>93%</b>	