

**REQUESTS UNDER THE FREEDOM OF INFORMATION ACT 2000****Quarter 1**

	<b>No of requests completed in quarter</b>	<b>No of requests completed within 20 days</b>	<b>% of requests completed within 20 days</b>	<b>Main reasons for not responding within 20 day timescale</b>
<b>DANS</b>	45	39	87%	- Awaiting approval - Complex issues
<b>CESC</b>	86	72	84%	- Awaiting approval
<b>L&amp;D</b>	6	4	67%	- Resolving queries
<b>Resources</b>	95	82	86%	- Complex issues - Resolving queries
<b>Council as whole</b>	<b>232</b>	<b>197</b>	<b>85%</b>	

**Quarter 2**

	<b>No of requests completed in quarter</b>	<b>No of requests completed within 20 days</b>	<b>% of requests completed within 20 days</b>	<b>Main reasons for not responding within 20 day timescale</b>
<b>DANS</b>	78	67	86%	- Awaiting approval - Services not passing requests on promptly to be dealt with under FOIA
<b>CESC</b>	72	57	79%	- Complex issues - Awaiting approval
<b>L&amp;D</b>	10	9	90%	-
<b>Public Health</b>	3	3	100%	-
<b>Resources</b>	68	66	97%	-
<b>Council as whole</b>	<b>231</b>	<b>202</b>	<b>87%</b>	

**Quarter 3**

	<b>No of requests completed in quarter</b>	<b>No of requests completed within 20 days</b>	<b>% of requests completed within 20 days</b>	<b>Main reasons for not responding within 20 day timescale</b>
<b>DANS</b>	107	94	88%	- Complex issues that needed input from other officers - Awaiting approval or information from key officer
<b>CESC</b>	114	104	91%	- Awaiting approval
<b>L&amp;D</b>	11	8	73%	- Applying public interest test
<b>Public Health</b>	5	5	100%	
<b>Resources</b>	95	91	96%	- Awaiting information from key officer
<b>Council as whole</b>	<b>332</b>	<b>302</b>	<b>91%</b>	

Appendix 2 – FOI, EIR & DSAR

**Quarter 4**

	<b>No of requests completed in quarter</b>	<b>No of requests completed within 20 days</b>	<b>% of requests completed within 20 days</b>	<b>Main reasons for not responding within 20 day timescale</b>
<b>DANS</b>	103	87	85%	- Awaiting approval - Awaiting information
<b>CESC</b>	91	77	85%	- Awaiting approval - Awaiting information
<b>L&amp;D</b>	10	8	80%	- Applying public interest test
<b>Public Health</b>	9	8	89%	
<b>Resources</b>	117	112	96%	
<b>Council as whole</b>	<b>330</b>	<b>292</b>	<b>89%</b>	

**2013/14 full year**

	<b>No of requests completed in quarter</b>	<b>No of requests completed within 20 days</b>	<b>% of requests completed within 20 days</b>
<b>DANS</b>	333	287	86%
<b>CESC</b>	363	310	85%
<b>L&amp;D</b>	37	29	78%
<b>Public Health*</b>	14	13	93%
<b>Resources</b>	375	351	94%
<b>Council as whole</b>	<b>1,122</b>	<b>990</b>	<b>88%</b>

\*Since quarter two the FOI requests for information from Public Health have been recorded separately, however these do not include those for information from trading standards and environmental health which are still recorded under DANS.

**REQUESTS RECEIVED VIA THE FOI ROUTE BUT DEALT WITH UNDER THE ENVIRONMENTAL INFORMATION REGULATIONS 2004**

**Quarter 1**

	<b>No of requests completed in quarter</b>	<b>No of requests completed within 20 days</b>	<b>% of requests completed within 20 days</b>
<b>DANS</b>	18	17	94%
<b>CESC</b>	-	-	-
<b>L&amp;D</b>	-	-	-
<b>Resources</b>	-	-	-
<b>TOTAL</b>	<b>18</b>	<b>17</b>	<b>94%</b>

**Quarter 2**

	<b>No of requests completed in quarter</b>	<b>No of requests completed within 20 days</b>	<b>% of requests completed within 20 days</b>
<b>DANS</b>	24	23	96%
<b>CESC</b>	-	-	-
<b>L&amp;D</b>	-	-	-
<b>Public Health</b>	-	-	-
<b>Resources</b>	-	-	-
<b>TOTAL</b>	<b>24</b>	<b>23</b>	<b>96%</b>

**Quarter 3**

	<b>No of requests completed in quarter</b>	<b>No of requests completed within 20 days</b>	<b>% of requests completed within 20 days</b>
<b>DANS</b>	21	20	95%
<b>CESC</b>	-	-	-
<b>L&amp;D</b>	1	1	100%
<b>Public Health</b>	-	-	-
<b>Resources</b>	-	-	-
<b>TOTAL</b>	<b>22</b>	<b>21</b>	<b>95%</b>

**Quarter 4**

	<b>No of requests completed in quarter</b>	<b>No of requests completed within 20 days</b>	<b>% of requests completed within 20 days</b>
<b>DANS</b>	5	5	100%
<b>CESC</b>	-	-	-
<b>L&amp;D</b>	-	-	-
<b>Public Health</b>	-	-	-
<b>Resources</b>	-	-	-
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>100%</b>

**2013/14 full year**

	<b>No of requests completed in quarter</b>	<b>No of requests completed within 20 days</b>	<b>% of requests completed within 20 days</b>
<b>DANS</b>	68	65	96%
<b>CESC</b>	-	-	-
<b>L&amp;D</b>	1	1	100%
<b>Public Health</b>	-	-	-
<b>Resources</b>	-	-	-
<b>TOTAL</b>	<b>69</b>	<b>66</b>	<b>96%</b>

Please note - these are only the requests that are logged through the FOI officers. EIR requests can be made verbally, as such many go direct to the Environmental Health Team and are not recorded.

**DATA SUBJECT ACCESS REQUESTS**

**Quarter 1**

	No of requests completed in quarter	No of requests completed within 40 days	% of requests completed within 40 days	Main reasons for not responding within 40 day timescale
<b>DANS</b>	1	0		- Complex issue
<b>CESC</b>	88	77	88%	- Delay in collecting info
<b>L&amp;D</b>	1	1	100%	
<b>Public Health</b>	-	-	-	
<b>Resources</b>	3	2	67%	- Complex issue
<b>Council as whole</b>	<b>93</b>	<b>80</b>	<b>86%</b>	

**Quarter 2**

	No of requests completed in quarter	No of requests completed within 40 days	% of requests completed within 40 days
<b>DANS</b>	2	2	100%
<b>CESC</b>	110	105	95%
<b>L&amp;D</b>	-	-	N/A
<b>Public Health</b>	-	-	-
<b>Resources</b>	-	-	N/A
<b>Council as whole</b>	<b>112</b>	<b>107</b>	<b>96%</b>

**Quarter 3**

	No of requests completed in quarter	No of requests completed within 40 days	% of requests completed within 40 days
<b>DANS</b>	1	1	100%
<b>CESC</b>	65	62	95%
<b>L&amp;D</b>	-	-	N/A
<b>Public Health</b>	-	-	-
<b>Resources</b>	-	-	N/A
<b>Council as whole</b>	<b>66</b>	<b>63</b>	<b>96%</b>

Appendix 2 – FOI, EIR & DSAR

**Quarter 4**

	<b>No of requests completed in quarter</b>	<b>No of requests completed within 40 days</b>	<b>% of requests completed within 40 days</b>
<b>DANS</b>	-	-	-
<b>CESC</b>	106	103	97%
<b>L&amp;D</b>	-	-	-
<b>Public Health</b>	-	-	-
<b>Resources</b>	-	-	-
<b>Council as whole</b>	<b>106</b>	<b>103</b>	<b>97%</b>

**2013/14 full year**

	<b>No of requests completed in quarter</b>	<b>No of requests completed within 40 days</b>	<b>% of requests completed within 40 days</b>
<b>DANS</b>	2	2	100%
<b>CESC</b>	351	325	93%
<b>L&amp;D</b>	-	-	-
<b>Public Health</b>	-	-	-
<b>Resources</b>	-	-	-
<b>Council as whole</b>	<b>353</b>	<b>327</b>	<b>93%</b>