|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Period** | **Requests Received**  | **Response Performance** | **Response Details**  | **Internal Appeals**  |
| **Valid Requests Received** | **Requests Withdrawn / Not Valid** | **Requests Responded To** | **Requests Responded To On Time** | **Requests Not Responded To On Time** | **Requests Not Yet Completed** | **Requests where timeframe had been extended**  | **a) Info provided in full** | **b) Info refused in full** | **c) Info not held (will also be counted in 4.b)** | **d) Partial info provided** | **Requests referred for internal review** |
| 19/20 Quarter 1  | 308 | 22 | 308 (100%) | 247 (80%) | 61 (20%) | 0 (%) | 9 | 278 | 30 | 4 | 0 | 4 |
| 19/20 Quarter 2 | 305 | 11 | 294 (96%) | 199 (65%) | 95 (31%) | 11 (4%) | 2 | 223 | 65 | 9 | 6 | 3 |
| 19/20 Quarter 3  | 264 | 5 | 240 (91%) | 148 (56%) | 92 (35%) | 24 (9%) | 0 | 190 | 44 | 11 | 5 | 3 |
| 19/20 Quarter 4 | 186 | 2 | 158 (85%) | 132 (71%) | 26 (14%) | 28 (15%) | 1 | 112 | 37 | 4 | 5 | 1 |
| **19/20 Total** | **1063** | **40** | **1000 (94%)** | **726 (68%)** | **274 (26%)** | **63 (6%)** | **12** | **803** | **176** | **28** | **16** | **11** |

These figures are accurate as 11 April 2020.

Please note some requests received within the last quarter may not yet be due for a response which will affect the performance figures for that quarter.