



Derry City & Strabane
District Council

Comhairle
**Chathair Dhoire &
Cheantar an tSratha Báin**

Derry Cittie & Stràbane
Destrict Cooncil

Ref: FOI / 954

07 December 2016

Ms
Freedom of Information Lead
North Tees and Hartlepool NHS Foundation Trust

Email: FOI@nth.nhs.uk

Dear Ms

Freedom of Information Act 2000 Request System for managing FOI requests

I refer to your FOI request as above. Please note that Derry City and Strabane District Council was formed under the Local Government Act (Northern Ireland) 2014 effective 1 April 2015 following a Review of Public Administration and replaces the former councils of Derry City Council and Strabane District Council. Requests made to the legacy councils since 1 April 2015 are being handled by Derry City and Strabane District Council and duplicate requests made to the legacy councils are being treated as one request. Please see response as follows:

- 1. What system do you currently use for recording and managing the FOI requests your authority receives?**

Response: Covalent Feedback

- 2. The initial cost to set up and implement this system.**

Response: £7,750 in year one

- 3. The Annual Cost of this system.**

Response: £750 per annum from year 2 onwards for support costs.

- 4. Have you changed system in the last 5 years?**

Response: System installed in 2015. No changes to date.

- a. If yes, which system did you use previously? N/A**

Derry

C/o Council Offices
98 Strand Road
Derry
BT48 7NN

Strabane

C/o Council Offices
47 Derry Road
Strabane
BT82 8DY

+44 (0) 2871 253 253
info@derrystrabane.com
www.derrystrabane.com

f Derry City & Strabane District Council
@dcsdcouncil

If you are dissatisfied with our response you have rights of review and appeal; these rights consist of two review processes.

Firstly our internal review procedure is available by contacting:

John Kelpie
Chief Executive
Derry City and Strabane District Council
98 Strand Road
Derry BT48 7NN
Tel 028 71253253 or email john.kelpie@derrystrabane.com

Secondly, you can appeal directly by contacting the Information Commissioner at:

Information Commissioner
Wycliffe House
Water Lane
Wilmslow
CHESHIRE SK9 5AF
Tel: 0303 123 1113 (local rate) or email: casework@ico.org.uk

Yours sincerely

Lead Democratic Services and Improvement Officer



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