

Ref: FOI / 6069

20<sup>th</sup> November 2025

## **Freedom of Information Act 2000 Request - Dual Language Signage Process**

I refer to your FOI request and respond as follows:

I am writing to request information under the Freedom of Information Act 2000 concerning the dual language signage application process within the Derry and Strabane District.

### **1. Application Process Overview**

- a. Information on whether the council acknowledges receipt of applications, and if so, within what time frame.**

Yes- usually within 24-48 Hrs or when Technical Officer receives them

### **2. Timelines**

- a. The expected timelines for each stage of the application process, from initial application to implementation.**

Acknowledgement -48Hrs, Surveys (Current) 7-8 months including 1 week preparation/postal of surveys, with 28 days return period, collation and verification of surveys at Electoral Office 2 weeks, Council report monthly.

- b. The current performance figures indicating how many applications were completed within those desired timelines.**

5 since new policies were implemented.

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- c. The current average period from date of receiving applications to Council's decision on the request.**

9-10 months

### **3. Statistics for the Year 2025**

- a. The total number of dual language signage applications received by the council this year (2025).**

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- b. The number of applications that have been completed and actioned to date within 2025.**

5 approved in November Councils meeting.

### **4. Additional Relevant Information**

- a. Any assessments or feedback the council has collected regarding the implementation of dual language signage.**
- b. Current location address within the Council's website where outcomes with regards to the request will be published (as per point 7.14, 'Dual Language Street Naming Policy and Procedure').**

Services/Building Control/Street Naming and Property Numbering/Dual Language Street Signs. To be updated on a monthly basis from November 2025.

Link below:

<https://meetings.derrycityandstrabanedistrict.com/documents/s50203/Appendix%201%20-%20public%20consultation%20Dual%20language%20signage.pdf>

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@derrystرابane.com](mailto:john.kelpie@derrystرابane.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](mailto:casework@ico.org.uk)

I would however advise that the Information Commissioner has indicated that a review will not be undertaken unless the Council has first had an opportunity to re-consider its decision.

Yours sincerely

**Conor Canning**  
**Head of Environment & Building Control**