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**Derry City & Strabane**  
District Council

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

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**Derry Cittie & Stràbane**  
Destrict Cooncil

Ref: FOI / 602

20 June 2016

Mr  
4N3D54 FoI  
Redgrave Court  
Merton Road  
Bootle  
Merseyside  
L20 7HS

Email: [foi@suresite.net](mailto:foi@suresite.net)

Dear Mr

**Freedom of Information Act 2000 Request Breaches of Data Protection Act  
Ref: 104238**

I refer to your FOI request as above and respond as follows:-

Please note that Derry City and Strabane District Council was formed under the Local Government Act (Northern Ireland) 2014 effective 1 April 2015 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.

Under Section 16 of the Freedom of Information Act 2000 "duty to advise and assist" as outlined above, Council notes that you are seeking access to records for 2 legal entities which no longer exists. As outlined above, Derry City and Strabane District Council came into legal existence on 01 April 2015. I can further confirm that records

**Derry**

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

**Strabane**

C/o Council Offices  
47 Derry Road  
Strabane  
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+44 (0) 2871 253 253  
[info@derrystrabane.com](mailto:info@derrystrabane.com)  
[www.derrystrabane.com](http://www.derrystrabane.com)

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from the legally extant Councils while held, are held in different locations, servers, systems and software packages and depending on the information required, there may be associated cost implications with the retrieval of the information and may no longer be of relevance to you. We can, however, respond to some of your questions as below for the year 2015/16.

1a. Approximately how many members of staff do you have?

Answer: 1200

1b. Approximately how many contractors have routine access to your information? (see [www.suresite.net/foi.php](http://www.suresite.net/foi.php) for clarification of contractors if needed)

Answer:

- i. Payroll System 'Frontier' – 'Team View' access provided as needed in the event of a software problem. Session ends when problem is rectified.
- ii. 'Te-Build and T-Health' database supplied and maintained by Tascomi for Building Control and Environmental Health
- iii. PAMS – eRecruit software
- iv. Northtime Data – Employee Self Service Flexi system

2a. Do you have an information security incident/event reporting policy/guidance/management document(s) that includes categorisation/classification of such incidents?

Answer: Currently being drafted.

2b. Can you provide me with the information or document(s) referred to in 2a? (This can be an email attachment of the document(s), a link to the document(s) on your publicly facing web site or a 'cut and paste' of the relevant section of these document(s))

Answer: As above

3a. Do you know how many data protection incidents your organisation has had since April 2011? (Incidents reported to the Information Commissioners Office (ICO) as a Data Protection Act (DPA) breach)

Answer: None since 1 April 2015

3b. How many breaches occurred for each Financial Year the figures are available for?

Answer: FY11-12: FY12-13: FY13-14: FY14-15:

Unable to respond as organisation only in existence since 1 April 2015.

4a. Do you know how many other information security incidents your organisation has had since April 2011? (A breach resulting in the loss of organisational information other than an incident reported to the ICO, eg compromise of sensitive contracts or encryption by malware. )

Answer: None since 1 April 2015

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4b. How many incidents occurred for each Financial Year the figures are available for?

[Answer FY11-12: FY12-13: FY13-14: FY14-15: As answer to Q3b](#)

5a. Do you know how many information security events/anomaly your organisation has had since April 2011? (Events where information loss did not occur but resources were assigned to investigate or recover, eg nuisance malware or locating misfiled documents.)

[Answer: None since 1 April 2015](#)

5b. How many events occurred for each Financial Year the figures are available for?

[Answer FY11-12: FY12-13: FY13-14: FY14-15: As answer to Q3b](#)

6a. Do you know how many information security near misses your organisation has had since April 2011? (Problems reported to the information security teams that indicate a possible technical, administrative or procedural issue.)

[Answer: None since 1 April 2015](#)

6b. How many near-misses occurred for each Financial Year the figures are available for?

[Answer FY11-12: FY12-13: FY13-14: FY14-15: As answer to Q3b](#)

In relation to Q4,5,6 if you still require the information for these years please advise and we will consider the cost of sourcing this information and respond accordingly. As you are aware, Section 12(1) of the FOIA contains a provision which allows a public authority to refuse to comply with a request for information where the cost of compliance is estimated to exceed a set limit known as the appropriate limit. For local authorities, this limit is set at £450 - The Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulation 2004 SI 2004 No 3244 refers.

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](mailto: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](mailto:casework@ico.org.uk)

Yours sincerely

**Lead Democratic Services and Improvement Officer**

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