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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

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Ref: FOI / 537

12 April 2016

Ms

Email: @gmail.com

Dear Ms

**Freedom of Information Act 2000 Request Document/Records Management System**

I refer to your FOI request as above and would inform you that your original request dated 7 March does not appear to have been received by the FOI team.

In response to your questions however, please see below:

1/ What Document / Records management system/s does the council currently use?  
[None - Microsoft shared drives and folders.](#)

1.1/ Is there a current support contract in place for the solution? If so when is the renewal date? [N/A](#)

1.2/ What is the current annual cost for the solution? [N/A](#)

1.3/ What year was the solution first purchased? [N/A](#)

1.4/ What was the first year purchase price of the solution? [N/A](#)

1.5/ How many users does the council have on the solution? [N/A](#)

1.6/ Is the solution local or cloud hosted? [N/A](#)

[I can inform you however that up until 2012 Council used the TRIM system solely for Council minutes. This system is no longer supported and is used now simply as a legacy council respository for Council minutes.](#)

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:

**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](mailto:info@derrystrabane.com)  
[www.derrystrabane.com](http://www.derrystrabane.com)

[f](#) Derry City & Strabane District Council  
[t](#) @dcsdcouncil

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**



**Derry**

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98 Strand Road  
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