



**The Clatterbridge
Cancer Centre**
NHS Foundation Trust

Clatterbridge Road
Bebington
Wirral
CH63 4JY

Tel: 0151 556 5000
Web: www.clatterbridgecc.nhs.uk

Date: 29 July 2020

Re: Freedom of Information Request
Ref: 143 - 2020

Thank you for your email dated the 6th July 2020, requesting information relating to intranet, staffing & software.

The information that you require is as follows:

Please could you provide the following information:

- 1. How many people are employed by your organisation, including full time and part time?**
- 2. What is your current intranet solution? (Sharepoint, Wordpress, Invotra, etc)**
- 3. How long have you been using this intranet solution?**
- 4. When is your intranet contract up for renewal?**
- 5. What is your annual intranet budget?**
- 6. Do you share an intranet/IT services with other organisations, if so who?**
- 7. Which team and/or individual(s) are responsible for managing your intranet internally?**
- 8. Are you using the Office 365 suite? If so, which applications from the suite are in use?**
- 9. Which team and/or individual(s) are responsible for your intranet's procurement within the organisation?**
- 10. Is your Active Directory hosted on-premise, or in the cloud?**
- 11. Could you provide us with a link to your Digital Workplace Strategy?**

If possible, please could you present the information via a Microsoft Word or Excel document

Please see [Appendix A](#)

Should you require any further information please do not hesitate to contact me on the email address provided below.

Please remember to quote the reference number above in any future communications.

If you are dissatisfied with the handling of your request, you have the right to ask for this to be investigated internally.

If you are dissatisfied with the information you have received, you have the right to ask for an internal review.

Both processes will be handled in accordance with our Trust's Freedom of Information Policy and the Freedom of Information Act 2000.

Internal investigation and internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Freedom of Information Review, The Clatterbridge Cancer Centre NHS Foundation Trust, Clatterbridge Road, Bebington, Wirral, CH63 4JY

If you are not satisfied with the outcome of the internal investigation/review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Appendix A

Please could you provide the following information:

1. How many people are employed by your organisation, including full time and part time?

We currently have a headcount of 1512, including both full and part time staff.

2. What is your current intranet solution? (Sharepoint, Wordpress, Invotra, etc)

This is currently provided by an External provider – Frank Design Ltd CMS Concrete5.

3. How long have you been using this intranet solution?

We have been using this solution for approximately 10 years.

4. When is your intranet contract up for renewal?

31st March 2021

5. What is your annual intranet budget?

£21,942.00

6. Do you share an intranet/IT services with other organisations, if so who?

No, we do not share an intranet/IT service with other organisations.

7. Which team and/or individual(s) are responsible for managing your intranet internally?

Our Communications Team is responsible for managing your intranet internally.

8. Are you using the Office 365 suite? If so, which applications from the suite are in use?

We have a limited amount of users at present. The applications currently in use are Outlook, Word and Excel.

9. Which team and/or individual(s) are responsible for your intranet's procurement within the organisation?

Our IM&T and Communications Teams are responsible for our intranet's procurement within the organisation.

10. Is your Active Directory hosted on premise, or in the cloud?

Our Active Directory is hosted on premise.

11. Could you provide us with a link to your Digital Workplace Strategy?

Our strategy is currently being developed following the opening of our new Clatterbridge Cancer Centre in Liverpool.