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Request for Information Reference: 12.21.14

FOI Direct line: 01325 743700  
Email: cdda-tr.cddftfoi@nhs.net

Email only

7<sup>th</sup> January 2022

## **Freedom of Information Act 2000 – Request for Information**

Thank you for submitting a request for information which we received on 7<sup>th</sup> December 2021 in relation to County Durham and Darlington NHS Foundation Trust (the Trust). Your request has been processed under the provisions of the Freedom of Information Act 2000 and I am now able to provide you with a response.

Your request was in relation to intranet information and I am providing the following information in response to your specific questions:

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

7082

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

Sharepoint 2019

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

This version has been used since 2020

**4. When is your intranet contract up for renewal?**

There is no contract for the intranet as it is an on-premise Microsoft system. Sharepoint is licensed through a Microsoft Enterprise Agreement.

**5. What is your annual intranet budget?**

The intranet was a capital purchase. There is a £2,652 cost for hosting and £900 for maintenance.

**6. What is your procurement process? Please can you include any portals used to list tenders and/or any suppliers used to procure.**

Utilisation of suitable Framework Agreements (when appropriate).  
Advertise on Contracts Finder and Find a Tender Service (where appropriate).  
Utilise Cardea (Trust procurement portal) to procure.

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

The Trust does not share these services.

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

Each page is 'owned' by the relevant service with overall responsibility held by the Communications Team.

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

The Trust is connected to the N365 tenant of Office 365.

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

The Trust's Communications Team.

**11. Is your Active Directory hosted on-premise, or in the cloud?**

On-premise

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

The Trust does not have a Digital Workplace Strategy.

In line with the Information Commissioner's directive on the disclosure of information under the Freedom of Information Act 2000 your request will form part of our disclosure log on the Trust's website. However please be assured that we anonymise all responses prior to adding them to the disclosure log.

I hope that this response has provided you with the information you had requested. If you have any queries or wish to discuss the information supplied, please do not hesitate to contact me by telephone or in writing. If however, you are dissatisfied with

the way in which your request has been handled and would like an internal review, you will need to contact me in writing at the above address or via [cdda-tr.cddftfoi@nhs](mailto:cdda-tr.cddftfoi@nhs).

If you remain dissatisfied with our response following an internal review you have the right to appeal to The Information Commissioner at Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. More information is available on their website; [www.ico.gov.uk](http://www.ico.gov.uk).

Yours sincerely

**Corporate Records and Freedom of Information Facilitator**