

Freedom of Information Request

Ref: 22-159

27 April 2022

By Email

Dear Sir/Madam

Thank you for your request for information under the Freedom of Information Act 2000. The Trust's response is as follows:

- We can confirm that we hold some of the information you are requesting

Intranet Questions

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

14,821

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

Sharepoint.

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

Approximately 14 years.

4. When is your intranet contract up for renewal?

There is no contract.

5. What is your annual intranet budget?

There is no budget set.

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

Nothing planned.

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

No.

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

The Trust Communications team.

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

Yes. Outlook, Word, Excel, PowerPoint, Access, Teams, todo.

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

The Trust Communications team.

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

The Active Directory is hosted on both on-premise and in the cloud.

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

This is currently being drafted.

Website / Accessibility Questions

1. What software are you currently using for your website?

Umbraco and Taylor Fitch software.

2. What team/individual is responsible for maintaining your website?

The Trust Communications team.

3. Do you work with an external supplier to maintain your website, if so when does your contract expire?

Not applicable.

4. When did you last conduct an accessibility audit against your public website?

September 2020.

5. What team/individual is responsible for digital accessibility across your public facing services?

Digital Services.

6. What is your budget for digital accessibility?

Not applicable.

7. What is your annual marketing/communications budget for creating content for residents?

Not applicable.

8. Do you work with external marketing/communications suppliers to create content for your public facing services?

Not applicable.

9. When was the last time you conducted a content audit on your website to remove outdated content?

April 2020.

This concludes our response. We trust that you find this helpful, but please do not hesitate to contact us directly if we can be of any further assistance.

If, after that, you are dissatisfied with the handling of your request, you have the right to ask for an internal review. 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:

Data Protection Officer
University Hospitals Bristol and Weston NHS Foundation Trust
Trust Headquarters
Marlborough Street
Bristol
BS1 3NU

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

If you are not content with the outcome of the internal 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

Publication

Please note that this letter and the information included/attached will be published on our website as part of the Trust's Freedom of Information Publication Log. This is because information disclosed in accordance with the Freedom of Information Act is disclosed to the public, not just to the individual making the request. We will remove any personal information (such as your name, email and so on) from any information we make public to protect your personal information.

To view the Freedom of Information Act in full please click [here](#).

Yours sincerely

Freedom of Information Team
University Hospitals Bristol and Weston NHS Foundation Trust