



**The Clatterbridge
Cancer Centre**
NHS Foundation Trust

Clatterbridge Road
Bebington
Wirral
CH63 4JY

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

Date: 26 April 2022

Re: Freedom of Information Request
Ref: 98-2022

Thank you for your email dated the 28/03/2022, requesting information in relation to Intranet, AD, and website

The information that you require is as follows:

1. How many people are employed by your organisation, including full time and part time?
[This information is exempt under section 22 of the Freedom of Information Act as will be published by the Trust at a later date.](#)
2. What is your current intranet solution? (Sharepoint, Wordpress, Interact, Invotra, Oak etc - [Sharepoint](#)
3. How long have you been using this intranet solution? [1 Year](#)
4. When is your intranet contract up for renewal? [Already expired](#)
5. What is your annual intranet budget? [Approx. £25k](#)
6. What is your procurement process? Please can you include any portals used to list tenders and/or [Various methods dependent on cost in line with Trust SFI's](#)
7. any suppliers/consultants used to procure. [No](#)
8. Do you share intranet/IT services with other organisations, if so who?
[Yes, Informatics Merseyside](#)
9. Which team and/or individual(s) are responsible for managing your intranet internally? [Communications Team](#)
10. Are you using the Office 365 suite? If so, which applications from the suite are in use? [Yes, Mail, Word, Excel, PowerPoint, Visio, MS Teams](#)
11. Which team and/or individual(s) are responsible for your intranet's procurement within the organisation? [Communications Team](#)
12. Is your Active Directory hosted on-premise, or in the cloud? [On Premise](#)

13. Could you provide us with a link to your Digital Workplace Strategy?
[This information is not held](#)

Website / Accessibility Questions

1. What software are you currently using for your website?
[The website is designed and provided by Frank Health Home :: Frank \(frankltd.co.uk\)](#)
2. What team/individual is responsible for maintaining your website?
[Communications team manages content. Frank Health manage technical aspects.](#)
3. Do you work with an external supplier to maintain your website, if so when does your contract expire?
[The website is designed and provided by Frank Health Home :: Frank \(frankltd.co.uk\).](#)
4. When did you last conduct an accessibility audit against your public website? [This information is not held](#)
5. What team/individual is responsible for digital accessibility across your public facing services - [Digital Systems Team](#)
6. What is your budget for digital accessibility? - [There is no specific budget for Digital Accessibility](#)
7. What is your annual marketing/communications budget for creating content for residents? [£0](#)
8. Do you work with external marketing/communications suppliers to create content for your public-facing services? [Not usually. Generally produced in-house by Trust staff. Very occasionally a team may secure funding to commission something \(e.g. a video\) but this is rare.](#)

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.

In order for us to ensure customer satisfaction and to monitor compliance with the Freedom of Information Act 2000, we would be grateful if you could take a couple of minutes to complete a short feedback form via the link below:

<https://www.surveymonkey.co.uk/r/H39RFMM>

Kind Regards,

The Information Governance Team
Contact Email: ccf-tr.foi@nhs.net