

Date: Friday, 22 April 2022  
Our Ref: MB/SH FOI 5123

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**Re: Freedom of Information Request FOI 5123**

We are writing in response to your request submitted under the Freedom of Information Act, received in this office on 28<sup>th</sup> March 2022.

Your request was received as follows:

**Intranet Questions**

1. How many people are employed by your organisation, including full time and part time?  
[The Walton Centre NHS Foundation Trust \(WCFT\) currently employ 1551 staff members.](#)

- Part Time: 506
- Full Time: 1,005

2. What is your current intranet solution? (Sharepoint, Wordpress, Interact, Invotra, Oak etc)  
[EDI:CMS is the current intranet solution.](#)

3. How long have you been using this intranet solution?  
[The WCFT have been using EDI:CMS since April 2010.](#)

4. When is your intranet contract up for renewal?  
[The WCFT do not currently have a contract in place](#)

5. What is your annual intranet budget?  
[N/A](#)

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

[Procurement process is dependent on requirement and contract value as per Trust Standing Financial Instructions and applicable Public Contract Regulations. Open tender opportunities are listed on Find a Tender & Contracts Register.](#)

[The WCFT also utilise relevant procurement frameworks dependent on requirement and scope.](#)

[The WCFT Issue tenders via Due North \(ProContract\)](#)

7. Do you share intranet/IT services with other organisations, if so who?  
[The WCFT do not share intranet/IT services with other organisations.](#)

8. Which team and/or individual(s) are responsible for managing your intranet internally?  
[Communications Team](#)

9. Are you using the Office 365 suite? If so, which applications from the suite are in use?  
[The WCFT use Office 365 as part of national NHS Mail tenant - MS Teams / Apps For Enterprise.](#)



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

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 Digital Workplace Strategy is being completed inline with the Trust Strategy which is expected in 2022/23.

#### Website / Accessibility Questions

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

The WCFT currently use Sitekit CMS.

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

Communications Team

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

The contract expires in 2026.

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

Section 21 - Information already reasonably accessible to you

This information is exempt from disclosure under Section 21 of the Freedom of Information Act 2000 (FOIA), as it is already reasonably accessible to you. The information you have requested is published on The Walton Centre NHS Foundation Trust (WCFT) website, please use the following link:

<https://www.thewaltoncentre.nhs.uk/accessibility.htm>

This exemption is not subject to the public interest test. This response therefore acts as a refusal notice under section 17 of the FOIA.

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

Communications and IT Teams

6. What is your budget for digital accessibility?

The WCFT do not have a fixed budget, Digital Inclusion is within all our workstreams and is considered at request for work stage.

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

N/A

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

The WCFT will work with external marketing/communications suppliers depending on the project.

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

The new WCFT website was launched less than 12 months ago.

See our response above in blue.

#### Re-Use of Public Sector Information

All information supplied by the Trust in answering a request for information (RFI) under the Freedom of Information Act 2000 will be subject to the terms of the Re-use of Public Sector Information Regulations 2005, Statutory Instrument 2005 No. 1515 which came into effect on 1st July 2005.



Under the terms of the Regulations, the Trust will licence the re-use of any or all information supplied if being used in a form and for the purpose other than which it was originally supplied. This license for re-use will be in line with the requirements of the Regulations and the licensing terms and fees as laid down by the Office of Public Sector Information (OPSI). Most licenses will be free; however the Trust reserves the right, in certain circumstances, to charge a fee for the re-use of some information which it deems to be of commercial value.

Further information can be found at [www.opsi.gov.uk](http://www.opsi.gov.uk) where a sample license terms and fees can be found with guidance on copyright and publishing notes and a Guide to Best Practice and regulated advice and case studies, at [www.opsi.gov.uk/advice/psi-regulations/index.htm](http://www.opsi.gov.uk/advice/psi-regulations/index.htm)

If 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 the Freedom of Information Office at the address above.

**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.

Yours sincerely

Mike Burns

**Mr. Mike Burns, Executive Lead for Freedom of Information**

