Request title:
RD&E Intranet/Website/Accessibility Questions

Reference Number: F4556
Date of Response: 25th April 2022

Further to your Freedom of Information Act request, please find the Trust's response, in **blue bold text** below:

Request and Royal Devon and Exeter NHS Foundation Trust Response

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

Primary Assignment	Y
Row Labels	Count of Employee Number
Bank	2229
Fixed Term Temp	799
Non-Exec Director/Chair	10
Permanent	8737
Grand Total	11775

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

   EasySite

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

   >5 Years

4. When is your intranet contract up for renewal?

   The contract has just been renewed.

5. What is your annual intranet budget?

   £11,951.54 + VAT

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

The process is normally competitive procurement by further competition within framework agreements.

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

   The Trust does not share intranet/IT services with other organisations.

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

   The Communications team are responsible for managing the Trusts intranet.

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

   The Office 365 suite is being used by the Trust, however, not for the intranet.

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

    The RD&E Procurement Department

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

    The Trusts Active Directory is hosted on-premises.

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

    This link is not available.

13. **Website / Accessibility Questions**

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

    Umbraco

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

    The Communications team is responsible for maintaining the Trusts website.

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

    The Trust does work with an external supplier to maintain our website. This contract expires in October 2022.

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

    This audit was last conducted in September 2020.

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

    The Communications & Inclusion Team are responsible for digital accessibility across the Trusts public facing services.

19. What is your budget for digital accessibility?
    This is part of the Communications/Inclusion budget.

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

    There is no specific budget allocated for this.

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

    Yes, the Trust does work with external supplies to create content for our public facing services.

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

    This is an ongoing annual process.