



Llywodraeth Cymru
Welsh Government

Email request

Our ref: ATISN 13592

Date: 11 December 2019

Dear ,

Request for Information – ATISN 13592

Thank you for your request which I received on 20 November. The information that you requested can be found at Annex 1.

If you are dissatisfied with the Welsh Government's handling of your request, you can ask for an internal review within 40 working days of the date of this response. Requests for an internal review should be addressed to the Welsh Government's Freedom of Information Officer at:

Information Rights Unit
Welsh Government
Cathays Park
Cardiff
CF10 3NQ

Or e-mail: Freedom.ofinformation@gov.wales

Please remember to quote the ATISN reference number above.

You also have the right to complain to the Information Commissioner. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

However, please note that the Commissioner will not normally investigate a complaint until it has been through our own internal review process.

Yours sincerely



BUDDSODDWYR | INVESTORS
MEWN POBL | IN PEOPLE

Parc Cathays • Cathays Park
Caerdydd • Cardiff
CF10 3NQ

Annex 1

1) How many employees are working for your organisation, including full-time, part-time, and contracted staff?

At 31 October 2019, the Welsh Government employed 4,524 individuals on a full-time basis and 1,127 individuals on a part-time basis. In addition, there were 230 individuals recorded on our HR Information System as contractors.

2) What is your annual intranet budget?

£93,564

3) What is your current intranet solution? (e.g. Invotra, Sharepoint, Kahootz, Umbraco)

Microsoft SharePoint 365

4) How long have you been using this solution, and when does your contract expire?

September 2019 – provided as part of Microsoft 365 annual subscription

5) Do you work with an external partner to supply your intranet? If not, do you develop your intranet internally?

No – Develop and configure functionality internally

6) Which team/individual is responsible for managing your intranet internally?

Engagement, Innovation and Efficiency Team

7) Which other organisations have access to your intranet?

None

8) Do you share IT services with other organisations?

No

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

Yes. MS Word, Excel, PowerPoint, OneNote, OneDrive, Skype, Teams, Dynamics, SharePoint, Power BI,

10) Who is responsible for your intranet's procurement within the organisation?

Natalie Pearson - Head of HR Strategy, Organisational Development and Engagement

11) Do you use Microsoft's Active Directory to manage your people data? If so, is your Active Directory (AD) managed on-premise or in the cloud?

No. Hybrid AD with synchronisation between on-premise and cloud hosted instances

12) Do you use any other Software as a Service (SaaS) applications? (e.g. Atlassian/Jira, Slack, Trello, Xero)

Yes