

Human Tissue Authority
151 Buckingham Palace Road
London
SW1W 9SZ

By email to [REDACTED]

Tel 020 7269 1900
Web www.hta.gov.uk
Email enquiries@hta.gov.uk
Date 22 July 2020

Dear [REDACTED]

Freedom of Information request

Thank you for your request for information under the Freedom of Information Act (FOIA), which was received by the Human Tissue Authority (HTA) on 1 July 2020. Your email outlined the following request:

Please could you provide the following information:

- 1) How many people are employed by your organisation, including full time and part time?
- 2) What is your current intranet solution? (Sharepoint, Wordpress, Invotra, etc)
- 3) How long have you been using this intranet solution?
- 4) When is your intranet contract up for renewal?
- 5) What is your annual intranet budget?
- 6) Do you share an intranet/IT services with other organisations, if so who?
- 7) Which team and/or individual(s) are responsible for managing your intranet internally?
- 8) Are you using the Office 365 suite? If so, which applications from the suite are in use?
- 9) Which team and/or individual(s) are responsible for your intranet's procurement within the organisation?
- 10) Is your Active Directory hosted on-premise, or in the cloud?
- 11) Could you provide us with a link to your Digital Workplace Strategy?

Response

1. This information is already in the public domain and published here via the HTA Annual Report and Accounts on the Gov.UK website - <https://www.gov.uk/government/publications/human-tissue-authority-annual-report-and-accounts-2019-to-2020> (page 22).
2. The HTA uses a piece of software called Claromentis.
3. Development of the current HTA intranet began in February 2020.

4. The HTA's intranet contract is due for renewal in February 2021.
5. This is not applicable. The HTA does not currently have a designated annual intranet budget.
6. No. The HTA does not share its intranet/IT services with other organisations.
7. The Communications Team collectively is responsible for managing the intranet internally.
8. Yes. The HTA is using Office 365 and uses the following applications: Office Suite, Teams, Stream, OneNote, Outlook, OneDrive, Planner, To-Do, Power BI, MyAnalytics, SharePoint Online.
9. The Head of Communications is responsible for intranet procurement.
10. The Active Directory is hosted by Hybrid.
11. This is not applicable. The HTA does not have a "Digital Workplace Strategy".

Further information

If you are unhappy with the way the HTA has handled your request for information in this case, you may in the first instance ask us for an internal review by writing to us at the above postal or email address.

If you remain dissatisfied with the handling of your request or complaint, you have the right to appeal directly to the Information Commissioner for a decision, at the address below. There is no charge for making an appeal.

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

Telephone: 08456 30 60 60 or 01625 54 57 45

Website: www.ico.gov.uk

Yours sincerely

[Redacted signature]

[Redacted contact information]