Re: Request for information under the Freedom of Information Act 2000

Thank you for your email, dated 8 March 2019, making a request under the Freedom of Information Act 2000 for access to information which may be held by NHS Greater Preston Clinical Commissioning Group (CCG).

Please find detailed below NHS Greater Preston CCG’s response to your request, which is formatted as follows:-

1. Details of NHS Greater Preston CCG’s decision in regard to the information requested.
2. A schedule of all the records covered by your request.
3. A statement concerning copyright and re-use of public sector information.
4. Details of how you can appeal this decision should you wish to do so.

This letter addresses each of these parts in turn:-

1. Decision

I can confirm that NHS Greater Preston CCG holds the information requested.

2. Schedule of records/FOI response

Request: How many employees are working in the organisation?

Response: The CCG shares 75 employees with NHS Chorley and South Ribble CCG. (As at 29 March 2019.)

Request: Do you have an annual Intranet budget, and if so what is it? If not, what is your annual IT budget for software?

Response: We do not have a CCG intranet or a set intranet budget. We can advise that the total cost for website hosting, support and maintenance, which includes the CCG’s external website and an extranet that we use for internal communications, is £4.9k including VAT. This cost is shared with Chorley and South Ribble CCG.

Request: What is your current Intranet solution and how long has it been in use?
Response: We do not have an intranet, but the CCG has used a developer called VerseOne since 2013 for its website solutions.

Request: Who is responsible for managing your Intranet? and what are their contact details?

Response: As detailed above, we do not have an intranet, but the CCG’s communications team manages our website extranet used for staff. It can be contacted via email at: gpccg.communications@nhs.net.

Request: Who are the key stakeholders responsible for the procurement of your Intranet?

Response: We do not have an intranet, but the CCG’s communications team and the finance team is responsible for any website provider procurements.

Request: Do you have a digital workplace strategy?

Response: No.

3. Copy and reuse of public sector information provided in FOI response

Most of the information provided by NHS Greater Preston CCG in response to Freedom of Information Act 2000 requests will be subject to copyright protection. In the majority of cases the information will be owned by NHS Greater Preston CCG. The copyright for other information may be owned by another person or organisation, as indicated in the information itself: in this case you must apply to the copyright owner to obtain their permission.

You are free to use any information supplied for your own use, including for non-commercial research purposes. It may also be used for the purposes of news reporting. However, any other type of re-use, for example, by publishing the information or issuing copies to the public will require the permission of the copyright owner.

4. Right of appeal to FOI response

If you are dissatisfied with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you are entitled to complain in the following way:

Initially you should complain in writing to the freedom of information officer, either by email on gpccg.foi@nhs.net or post to Chorley House, Lancashire Business Park, Leyland, PR26 6TT, specifying why you feel you have been wrongly denied access to the information requested. The freedom of information officer will ensure your complaint is investigated under NHS Greater Preston CCG’s internal processes and provide you with a written response within 20 working days.
If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner’s Office (ICO) for a decision. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by NHS Greater Preston CCG.

Yours sincerely

Helen Curtis
FOI Lead
Head of Quality and Performance