

31 July 2020

Freedom of Information Act Request – FOI200708

Thank you for your information request of 08 July 2020. You requested 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?

Although ICCAN, as a new organisation, is not legally covered under the Freedom of Information Act 2000, your request has been considered as if we are by applying the same principles. I am writing to confirm that we hold the information that you requested, and would like to offer the below response to your queries:

1. ICCAN has 14 members of staff, both part and full time, and five board members, who are public appointments on a part time basis
2. ICCAN does not have its own intranet solution. As an arms-length body (ALB), sponsored by the Department for Transport (DfT), ICCAN staff use DfT's intranet
3. ICCAN has had access to the DfT intranet since being established in January 2019
4. We do not hold this information
5. We do not hold this information
6. As we are an ALB we access DfT's intranet system
7. DfT digital communications team
8. Yes, as it is the system used by the whole of the DfT. The applications we use are Outlook, Excel, PowerPoint, SharePoint, OneNote, Planner and Teams
9. DfT procurement team
10. We do not hold this information
11. We do not hold this information

If you are unhappy with the way that ICCAN has handled this request, you may request a review within two calendar months of the date of this letter, by emailing iccanfoi@iccan.gov.uk or writing to:

Independent Commission on Civil Aviation Noise,
Spaces,
Albion House,

High Street,
Woking,
Surrey
GU21 6BG

Please note that, in line with Government guidance during the COVID-19 pandemic, ICCAN is not operating from the above address and staff are working remotely. Replies to post may take a little longer during this period so please email us instead.

Yours sincerely

FOI Officer
ICCAN