

Miller Yuraszek
Email: request-614686-95f28d0d@whatdotheyknow.com

31 October 2019

Dear Mr Yuraszek,

Thank you for your request for information from the British Museum. Your request has been dealt with in accordance with the terms of the Freedom of Information Act (2000).

Your request received in the Museum on 23 October 2019 was:

Please could you provide the following information:

- 1) How many employees are working for your organisation, including full-time, part-time, and contracted staff?
- 2) What is your annual intranet budget?
- 3) What is your current intranet solution? (e.g. Invotra, Sharepoint, Kahootz, Umbraco)
- 4) How long have you been using this solution, and when does your contract expire?
- 5) Do you work with an external partner to supply your intranet? If not, do you develop your intranet internally?
- 6) Which team/individual is responsible for managing your intranet internally?
- 7) Which other organisations have access to your intranet?
- 8) Do you share IT services with other organisations?
- 9) Are you using the Office 365 suite? If so, which applications from the suite are in use?
- 10) Who is responsible for your intranet's procurement within the organisation?
- 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?
- 12) Do you use any other Software as a Service (SaaS) applications? (e.g. Atlassian/Jira, Slack, Trello, Xero)

In response to your request:

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

831 directly employed staff at 31 October 2019 (727 full time, 104 part time)

- 2) What is your annual intranet budget?

None

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

Sharepoint

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

Since 2012. Internal development team deals with requirements so no contract expiry date. Licencing is directly with Microsoft.

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

We develop it internally.

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

Development of the intranet is the responsibility of the Information Services department. The product owner sits with Human Resource. Content management is devolved to local/departmental content editors.

7) Which other organisations have access to your intranet?

Internal only (including some contractors with access to the Museum's IT network).

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, we do. Outlook, One Drive, Office products, Sharepoint, Teams, Forms.

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

Information Services

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?

Yes, we do. Both on prem and in the cloud.

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

Yes, we do.

This concludes the response to your request. I hope this information is helpful. If you are dissatisfied with this response and you wish to make a complaint about how we have handled your request, please contact me in the first instance within 40 days of receipt of this response. The internal review of your complaint will be carried out by one of our Deputy Directors not involved in the handling of your original request. If this is not possible then the review will be carried out by member of Museum staff at Head of Department level. You will normally be informed of the outcome of the internal review within 20 working days following the date of receipt of your complaint, although we may extend this time in certain circumstances. We will let you know should we need to do so.

If you remain dissatisfied with the way your request has been handled following the outcome of our internal review, you have a further right of appeal to the Information Commissioner. To make such an application please contact

FOI/EIR Complaints Resolution
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

You can also contact the ICO Helpline on 0303 123 1113 or visit the Information Commissioner's Office website at <https://ico.org.uk/global/contact-us/>

Yours sincerely,

Resources
The British Museum