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15 January 2018

Freedom of Information Request – Ref: FOI 279-1819

Thank you for your recent Freedom of Information request about software systems. Please find the Trust's response below.

1. What Software Systems are currently used by the Trust (please identify each system if more than one is used) for:

- 1) Programme and / or Project management **Verto Project & Programme Management system**
- 2) Risk Management recording and reporting **Datix**
- 3) Performance Management reporting **SharePoint, SQL Server, Performance Point, Excel Services**
- 4) Freedom of Information recording and tracking.

We do not use a software system for Freedom of Information. All requests are recorded and monitored on an Excel Spreadsheet.

2. When do the contracts expire for each software system used?

- 1) Programme and / or Project management **1 October 2019**
- 2) Risk Management recording and reporting **Ongoing annual licence**
- 3) Performance Management reporting **As per Microsoft Licence support**

3. Do you have any planned changes or upgrades of the software currently used? If so, when?

- 1) Programme and / or Project management **No**
- 2) Risk Management recording and reporting **Possibly in 2020**
- 3) Performance Management reporting **No current planned changes.**

4. How much does each system cost including both the initial licence fee and the annual charge?

- 1) Programme and / or Project management **This information is being withheld under the Freedom of Information Act 2000. The exemption which applies to this information is section(s) 43 of the Freedom of Information Act. Information is exempt information if its disclosure under this Act would, or would be likely to, prejudice the commercial interests of any person (including the public authority holding it).**
- 2) Risk Management recording and reporting **£28k**
- 3) Performance Management reporting **Refer to Microsoft costing model.**

5. If you do not have a system how are programmes and projects managed currently?

- 1) Programme and / or Project management **N/A**
- 2) Risk Management recording and reporting **N/A**
- 3) Performance Management reporting **N/A**

6. How (which procurement route or framework) was the contract initially tendered and when was this tender awarded?

- 1) Programme and / or Project management **The Trust has been using Verto since 04 January 2017. As the Trust is part of Herefordshire & Worcestershire STP (Sustainability & Transformation**

Partnership), we buy into a share of the contract each year. The lead partner is the CCG (Clinical Commissioning Group) in Wye Valley and the Trust is just re-charged.

- 2) Risk Management recording and reporting **Not tendered**
- 3) Performance Management reporting **Legacy software.**

7. If no software or tendered contract is in place currently are you considering tendering or purchasing further software within the next 12 months? If so via which procurement route or framework would you be using?

- 1) Programme and / or Project management **N/A**
- 2) Risk Management recording and reporting **Not looking to change supply within next 12 months.**
- 3) Performance Management reporting **Not looking to change supply within next 12 months.**

8. How many users / licenses for each system have you purchased for each system?

- 1) Programme and / or Project management **75**
- 2) Risk Management recording and reporting **Not limited**
- 3) Performance Management reporting **2,000+**

9. Who is the person responsible for the identified Software Systems? Please provide full name, title and contact information if possible.

- 1) Programme and / or Project management **Sarah Haxton, Programme Management Office (PMO) Manager, 01452 894018**
- 2) Risk Management recording and reporting **Jane Stewart, Compliance Manager, 01452 894051**
- 3) Performance Management reporting **Tim Woods, Deputy Head of Information, 01452 894008**

Yours sincerely,

Lisa Evans

LISA EVANS
Information Governance Officer
2gether NHS Foundation Trust

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