Ministry
of Defence

FOI2019/12771

E-mail: Navysec-foimailbox@mod.gov.uk

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████████████████████████

9 December 2019

Dear ██████,

Release of Information

Thank you for your correspondence of 8 November 2019 in which you requested the following information:

> 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)

Your enquiry has been considered to be a request for information in accordance with the Freedom of Information (FOI) Act 2000.

A search for the information has been completed within the Oil and Pipelines Agency (OPA) and I can confirm that information in scope of your request is held. However, it is considered that some of the information you have requested falls within the scope of the qualified exemptions at section 26 (Defence) and section 31 (Law Enforcement) of the FOI Act.

Under section 26(1)(b), information is exempt if its disclosure would or would be likely to, prejudice the capability, effectiveness or security of any relevant forces. Under section 31(1)(a), information is exempt if its disclosure would, or would be likely to, prejudice the prevention or detection of crime. As these are both qualified exemptions, the decision to withhold the requested information is subject to a Public Interest Test. These have now been conducted and it may help you to understand our decision if I outline the factors that were considered.

While it is recognised that there is a public interest in how the OPA operate, divulging some of the information pertaining to external contributors of the OPA's internal network and infrastructure could render the OPA and the Armed Forces it supports vulnerable to infiltration which would result in a degraded service and encourage criminal activity. Consequently, it has been concluded that the public interest test balance favours withholding information in relation to questions five, seven and eight of your request.

I should also advise you that in respect of question six of your request, this information has been withheld under s40(2) (Personal Data) of the FOI Act.

Section 40(2) applies to personal data relation to third parties. The release of personal information relating to other individuals would contravene the principles of the Data Protection Act 2018.

The information we are able to provide to you can be found detailed within the attached Annex to this letter.

If you have any queries regarding the content of this letter, please contact this office in the first instance.

If you wish to complain about the handling of your request, or the content of this response, you can request an independent internal review by contacting the Information Rights Compliance team, Ground Floor, MOD Main Building, Whitehall, SW1A 2HB (e-mail CIO-FOI-IR@mod.uk). Please note that any request for an internal review should be made within 40 working days of the date of this response.

If you remain dissatisfied following an internal review, you may raise your complaint directly to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not normally investigate your case until the MOD internal review process has been completed. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website at https://ico.org.uk/.

Yours sincerely

Navy Command Secretariat - FOI Section

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

We have a total of 150 employees excluding contractors since we do not hold contractor records.

2) What is your annual intranet budget?

Our annual intranet budget is £12k for support services.

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

Our current intranet solution is Microsoft SharePoint.

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

We have used this solution since 2006 and have renewable annual licence rather than a contract. The license was renewed in October 2019.

9) Are you using the Office 365 suite? If so, which applications from the suite are in use?

We use the Office 365 suite and have access to Word, Excel, Outlook, PowerPoint, Projects Pro, Access and Visio.

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

The OPA's Procurement Department is responsible for all procurement within the organisation. OPA tender opportunities are available on the OPA T/S (Tender site) and the accompanying notices including award notices for each project are automatically published in the government publication "Contracts Finder" to comply with the Public Sector Procurement Regulations.

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?

No.

12) Do you use any other Software as a Service (SaaS) applications? (e.g. Atlassian/Jira, Slack, Trello, Xero)'
No.