

Reference: IR749

Date issued: 7 August 2020

ICT Documents

I am writing in response to your request for information dated 30 July in which you requested information regarding ICT documents.

For ease of reference, I have reproduced your questions below and set out our corresponding responses.

- 1. ICT/IM&T/IS Strategy- The IT department strategy or plans, highlights their current and future objectives.**

See Digital Vision poster attached, and reference to our Digital Vision in our 2020-21 Estimate

<https://www.audit.wales/publication/estimate-income-and-expenses-year-ended-31-march-2021>

- 2. ICT Org Chart- A visual document that presents the structure of the IT department, please include name and job titles. If this cannot be sent, please work towards a structure with job titles.**

We do not hold a document that meets this description, but the composition of the IT department is as follows:

*1 x Head of IT
1 x IT Service Manager
2 x IT Engineer
1 x IT Developer*

- 3. ICT Annual or Business Plan- Like the ICT strategy but is more annually focused.**

Annual Plan and Estimate

<https://www.audit.wales/publication/annual-plan-2019-20>

<https://www.audit.wales/publication/estimate-income-and-expenses-year-ended-31-march-2021>

4. ICT Capital Programme/budget- A document that shows financials budget on current and future projects.

Total IT capital budget for 2020-21 is £120k broken down as follows:

- 1) **£40k** Migration project to move telephony (i.e. phone system access) including switchboard etc. from Skype to Teams.*
- 2) **£30k** Next gen VPN project. We are upgrading the capacity of our VPN and improving security.*
- 3) **£50k** on user-facing technology e.g. laptops, monitors.*

If you have any queries, or questions about my handling of your request, please do not hesitate to contact me.

Yours sincerely,
Information Officer