

Dear

I am writing to you in reply to your Freedom of Information Act (FOIA) request to Nottinghamshire County Council. Firstly I apologise for the delay in replying to you and hope that it has not caused any inconvenience. I have the following information.

*1. How many employees do you currently have working for you?*

The County Council headcount figure for non-school based direct employees as at 31<sup>st</sup> July 2017 was 7,540.

This includes directly employed permanent staff and staff on fixed term contracts and excludes relief, supply and casual employees.

*2. Have you had any major organisational changes in the last 18 months?*

During 2016 the authority transferred out the Libraries and Archives Service, Highways Service and Property Service to various joint ventures. All were undertaken as TUPE transfers.

The County Council recruited to the post of Corporate Director Place in October 2016.

*3. When was the last time you had a major IT hardware update?*

We follow different processes for the management and maintenance of our Desktop and Infrastructure estates. The Desktop estate is refreshed approximately every 4 years, and is currently being refreshed and replaced with newer technology that supports a more mobile workforce (under an authority strategy for Smarter Working). Our Infrastructure estate is maintained and refreshed (and funded) on an annual cycle based upon an Infrastructure replacement programme that is linked to the total cost of ownership, fit for purpose, and risk/cost of failure.

*4. What software do you use for your accounting and budgeting?*

SAP

*5. How many purchase invoice transactions do you make on average per calendar month?*

On average 5,600 per month.

*6. Do you currently use a software based document management system, or do you physically file?*

Papertrail for Personnel Files and SAP Opentext for invoices and historic property related documents.

*7. Have you got a CRM (Customer relationship management) software? If so, which one?*

Firmstep Service. Cloud based solution.

*8. Is your IT outsourced, Inhouse or Hosted?*

In-house predominantly, with some elements delivered with contracted partner suppliers.

*9. Is your Payroll outsourced or in house? If inhouse do you use any software for your Payroll?*

In house, SAP

*10. Is your HR outsourced or in house? If in house do you use any software for your HR?*

Nottinghamshire County Council's HR service is provided in house. The payroll software used is SAP.

*11. Do you manage your own housing stock? If yes, how many stock? If no, which ALMO (Arm's Length Management Organisation) or Housing Association manages them for you?*

This is not a Nottinghamshire County Council function.

*12. Do you have a Direct Service Organisation (DSO), Direct Labour Organisation (DLO) or Trading Organisation? If no, which contractor do you use?*

Yes

*13. Are your public buildings and spaces managed internally or outsourced?*

Both

If you have any queries or concerns then please contact me. Please remember to quote the reference number above in any future communications.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to the Team Manager, Complaints and Information Team, County Hall, West Bridgford, Nottingham, NG2 7QP or e-mail [complaints@nottscc.gov.uk](mailto:complaints@nottscc.gov.uk).

Yours sincerely

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