Business Services Organisation

Chief Executive
2 Franklin Street
BELFAST
BT2 8DQ

Tel: 028 9536 3863
Email: FOI.BSO@hscni.net

September 12th 2018

BY EMAIL

[redacted]

Our Ref: FOI 913

Dear [redacted]

Your request for information was received on July 19th 2018 and was dealt with under the terms of the Freedom of Information Act 2000. Please be advised that the Business Services Organisation (BSO) has now completed its search for the information you requested with regards to roles and responsibilities within BSO.

1. An overview of the roles, responsibilities and remit of the Organisation?

   BSO was established to provide a broad range of regional businesses support functions and specialist professional services to the health and social care sector in Northern Ireland. BSO's service catalogue can be viewed at the following link: http://www.hscbusiness.hscni.net/pdf/Service%20Catalogue%20%202018-19.pdf

2. An overview of positions offered by the Organisation?

   BSO employees a wide range of administrative, management and professional staff. I would be grateful if you could please clarify precisely what you are seeking here.

3. Number of staff currently employed?

   At 30 June 2018, 1403

4. Number paid on AFC scale?

   At 30 June 2018, 1352

5. Breakdown of number of staff at each band:

Band	Headcount
1	<10
2	142
3	445
4	151
5	219
6	110

7	136
8A	68
8B	62
8C	12
8D	<10

6. Number and/or percentage of staff employed who work in a non clinical capacity?

100%

7. Number and/or percentage of staff employed who work in a clinical capacity?

0%

I hope that the information provided assists you. If you are dissatisfied in any way with the handling of your request, you have the right to request a review. You should do this as soon as possible or in any case within two months of the date of issue of this letter.

In the event that you require a review to be undertaken, you can do so by writing to

Information Governance Manager,
2 Franklin Street,
Belfast,
BT2 8DQ

If, following an internal review, carried out by an independent decision making panel, you remain dissatisfied in any way with the handling of the request, you may make a complaint under Section 50 of the Freedom of Information Act, to the Information Commissioner's Office and ask that they investigate whether the BSO has complied with the terms of the Freedom of Information Act.

You can contact Information Commissioner at:

Website: www.ico.org.uk
Phone: 0303 123 1113
Email: casework@ico.org.uk
Post: Information Commissioner's Office
3rd Floor, 14 Cromac Place
Belfast
BT7 2JB

In most circumstances the Information Commissioner will not investigate a complaint unless an internal review procedure has been carried out. However the Commissioner has the option to investigate the matter at his discretion.

Yours Sincerely,

Paula Smyth

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Liam McIvor
Chief Executive