

To: BSO Board

From: Director of Customer Care and Performance

Subject: **DRAFT MANAGEMENT STATEMENT AND
FINANCIAL MEMORANDUM**

Status: For Approval

Date: 23 June 2022

Introduction

BSO Sponsor Branch provided a draft Management Statement and Financial Memorandum (MS/FM) for consideration by BSO in May 2022. The current MS/FM has been in place since June 2018 and was due for review within 5 years. The MS/FM establishes the framework within which the BSO operates and the financial provisions which the BSO should observe.

The draft was considered by BSO and a response was submitted to DoH Sponsor Branch on 15th June 2022.

Management Statement

As a result of the closure of the HSCB, and the consequential 'hosting' arrangement for the SPPG staff in BSO, the MS/FM has been amended to reflect this.

The change requests from BSO have been accepted by DOH Sponsor Branch.

Breakdown of changes

Areas of clarification/change requests	Response from Sponsor Branch
Addition of paragraph 1.1.6 (Page 1)	Amended to add: From 1 April 2022 the staff of the former HSCB became employees of the BSO under a hosting arrangement with the Department enabling them to retain their existing terms and condition of service.

Addition of paragraph 1.1.7 (Page 2)	Simultaneously the functions of the former HSCB (excluding discharge of social care and children) transferred to the Department’s newly formed Strategic Planning and Performance Group (SPPG). Former HSCB staff continue to undertake their previous roles carrying out these functions albeit under the direction of the Department.
Addition of paragraph 1.1.8 (Page 2)	The attached MOU (Appendix 4) is a bilateral agreement between the Department and BSO outlining the responsibilities and obligations of both organisations and the relationships between both parties.
Addition of paragraph 1.1.9 (Page 2)	A number of supporting MOUs covering the specific arrears of Finance, Legal, Internal Audit and Procurement and Logistics are detailed in Appendices 205. The MOU in relation to the provision of Legal Services to SPPG was endorsed by OB in August 2021
Comment from Director of Infrastructure Investment, Department of Health re. paragraph 7.2 (Page 23)	“The next review of the BSO will take place in the financial year [2020/21].” This didn’t happen as the intention was to replace MSFMs with partnership agreements as detailed in DAO (DoF) 05/19. Due to the pandemic this has been stalled across the NICS.
Addition of Appendix 4 (Page 54)	Copy of the MoU: with the DoH and BSO regarding the SPPG arrangements

Recommendation and Next Steps

Following approval at the BSO Board, a copy signed by the Chief Executive will be returned to DoH Sponsor Branch for signature at the appropriate level. A final signed copy will then be returned to BSO with the expectation that it will be tabled for the information of Board members at least annually at a full meeting of the Board.