

25th September 2024

BY EMAIL

████████████████████

Our Ref: FOI 2278

Dear ██████████,

Your request for information was received on 9th August 2024 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 in relation to Parking Standard Operating Procedure (SOP) at all trusts and hospitals.

Firstly, please accept my apologies for the delay in providing you with this response.

Unfortunately I should advise you that the BSO would not hold the information you seek. We would refer you to seek this information from each individual Health Trust.

For your convenience, please find below all the links for the Health Trusts within Health & Social Care in Northern Ireland.

<https://westerntrust.hscni.net/about-the-trust/access-to-information/freedom-of-information/>

<https://belfasttrust.hscni.net/about/access-to-information/foi/>

<https://setrust.hscni.net/contact-us/freedom-of-information/>

<https://southerntrust.hscni.net/get-in-touch/freedom-of-information-request-form/>

<http://www.northerntrust.hscni.net/freedom-of-information/>

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, as the BSO, along with all other public authorities are not obliged to accept internal review requests after this period has lapsed.

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:

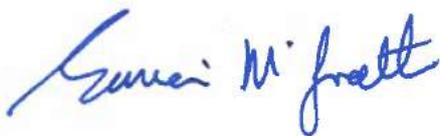
The Information Commissioner's Office – Northern Ireland
10th Floor
Causeway Tower
9 James Street South
Belfast
BT2 8DN

Telephone: 0303 123 1114

Email: ni@ico.org.uk

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,

A handwritten signature in blue ink, appearing to read 'Karen Bailey', written in a cursive style.

for **Karen Bailey**
Chief Executive