

**FOI/15/134**

**Title:** Details and numbers of stolen items in the NIO

Response to an FOI requesting information on details and numbers of stolen items in the NIO

**Detail:** Reply to Freedom of Information request FOI/15/134 dated July 2015

**FOI/15/135**

**Title:** NIO staff grades and salaries

Response to an FOI requesting information on NIO staff grades and salaries

**Detail:** Reply to Freedom of Information request FOI/15/135 dated July 2015

**FOI/15/136**

**Title:** Amount of money spent by NIO on stationery

Response to an FOI requesting information on amount spent by the NIO on stationery

**Detail:** Reply to Freedom of Information request FOI/15/136 dated July 2015

**FOI/15/137**

**Title:** Number of laptops, mobile phones and Ipads tablets provided by NIO to staff

Response to an FOI requesting information on the number of laptops, mobile phones and Ipads tablets provided by NIO to staff

**Detail:** Reply to Freedom of Information request FOI/15/137 dated July 2015

**FOI/15/141**

**Title:** Invoices paid to external organisations

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated July 2015

**FOI/15/142**

**Title:** Number of FOI team members

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated July 2015

**FOI/15/143**

**Title:** Guidance on retention of emails

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated July 2015

**FOI/15/145**

**Title:** Statistics on team away days

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated August 2015

**FOI/15/147**

**Title:** Payments to community workers over Twelfth fortnight

Response to an FOI requesting information on

**Detail:** Reply to Freedom of Information request FOI/15/ dated August 2015

**FOI/15/149**

**Title:** Facilities management contracts

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated August 2015

**FOI/15/150**

**Title:** Gas, electricity and water supply contracts

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/108 dated August 2015

**FOI/15/157**

**Title:** Employee possession of illegal substances

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated July 2015

**FOI/15/158**

**Title:** Statistics on Maternity and Paternity leave

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated August 2015

**FOI/15/161**

**Title:** Staffing costs for marketing, external communications and press office

Response to an FOI requesting information on

**Detail:** Reply to Freedom of Information request FOI/15/ dated August 2015

**FOI/15/165**

**Title:** Number of seconded staff

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated August 2015

**FOI/15/166**

**Title:** Amount spent on building renovations

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/108 dated August 2015

**FOI/15/167**

**Title:** Amount spent on repairs for decorative items

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated August 2015

**FOI/15/170**

**Title:** Details of the Northern Ireland Office corporate software

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated September 2015

**FOI/15/174**

**Title:** Details of Oracle products

Response to an FOI requesting information on

**Detail:** Reply to Freedom of Information request FOI/15/ dated September 2015

**FOI/15/177**

**Title:** Procurement under EU procurement directives

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated September 2015

**FOI/15/178**

**Title:** Details of HR, payroll solution and provider

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/108 dated August 2015

**FOI/15/179**

**Title:** Figures for compensation claims

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated August 2015

**FOI/15/180**

**Title:** Honouring soldiers in the Easter uprising 2016

Response to an FOI requesting information

**Detail:** Reply to Freedom of Information request FOI/15/ dated September 2015

**FOI/15/181**

**Title:** Hillsborough Garden Party costs

Response to an FOI requesting information on

**Detail:** Reply to Freedom of Information request FOI/15/ dated September 2015



July 2015

REFERENCE: FOI 15/134

You requested the following information from the Northern Ireland Office (NIO):

***“I would like to know how many of the following items have been reported lost or stolen over the last three years.***

***Please break down by year and mark as either lost or stolen 2015, 2014, 2013.***

- ***Laptop computers***
- ***Fire extinguishers***
- ***Toasters***
- ***Mobile phones***
- ***Headphones”***

Your request has been handled as a request for information under the provisions of the Freedom of Information Act 2000 (FOIA).

Below is a table of the breakdown of the information you require:

**Items Reported Lost or Stolen**

| ITEM               | 2015 | 2014 | 2013                |
|--------------------|------|------|---------------------|
| Laptops            | 0    | 0    | 0                   |
| Fire Extinguishers | 0    | 0    | 0                   |
| Toasters           | 0    | 0    | 0                   |
| Mobile Phones      | 0    | 0    | 1 (reported stolen) |
| Headphones         | 0    | 0    | 0                   |





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July 2015

**REFERENCE: FOI 15/135**

You requested the following information from the Northern Ireland Office (NIO):

***“Please could you email me a list of the current staff salary grades for your organisation which includes the lower and upper limits for each grade.”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

The Northern Ireland Office follows Ministry of Justice terms and conditions, including pay grades. The table below sets out the band minimum and maximum for each grade for London and Belfast.

| <b>London</b> | <b>Band Minimum £</b> | <b>Band Maximum £</b> |
|---------------|-----------------------|-----------------------|
| <b>A</b>      | 50, 534               | 67, 969               |
| <b>B</b>      | 35, 188               | 44, 964               |
| <b>C</b>      | 29, 495               | 36,061                |
| <b>D</b>      | 24,007                | 28,000                |
| <b>E</b>      | 19., 914              | 22, 250               |
| <b>F</b>      | 17, 391               | 18,700                |



| <b>Belfast</b> | <b>Band Minimum £</b> | <b>Band Maximum £</b> |
|----------------|-----------------------|-----------------------|
| <b>A</b>       | 42,034                | 60,649                |
| <b>B</b>       | 29,634                | 38,690                |
| <b>C</b>       | 25,392                | 31,939                |
| <b>D</b>       | 20,367                | 24,727                |
| <b>E</b>       | 17,497                | 19,550                |
| <b>F</b>       | 14,880                | 16,000                |







# NIO

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## Freedom of Information Team

**July 2015**

**REFERENCE: FOI – 15/136**

You request the release of the following information from the Northern Ireland Office (NIO);

**“Please can you tell me how much your organisation spent on stationery between 1<sup>st</sup>.  
April 2013 and 31<sup>st</sup>. March 2014.”**

Your request has been handled under the Freedom of Information Act 2000 (FOIA)

The Department’s expenditure on stationery during the period requested was £44,642.43





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July 2015

REFERENCE: FOI 15/137

You requested the following information from the Northern Ireland Office (NIO):

***“Please could you tell me how many Laptops, Mobile Phones and Tablets/iPads have been provided by your organisation to staff members as of 1st January 2015.”***

Your request has been handled as a request for information under the provisions of the Freedom of Information Act 2000 (FOIA).

Issued to staff as of 1<sup>st</sup> January 2015

Laptops – 3

Mobile Phones – 32

Tablets/iPads - 3





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## Freedom of Information Team

July 2015

**REFERENCE: FOI – 15/141**

You requested the following information from the Northern Ireland Office (NIO);

***“1) The percentage of invoices paid by the Department to external organisations (including businesses and other government bodies, where applicable) within 30 working days of a valid invoice being received by the Department;***

***i) in 2012/13***

***ii) in 2013/14***

***iii) in 2014/15***

***2) Whether the Department has received or paid any claims in 2014/15 for the late payment of invoices under the Late Payment of Commercial Debts (Interest) Act 1988.***

***i) in 2012/13***

***ii) in 2013/14***

***iii) in 2014/15***

***3) If any claims have been paid in relation to the late payment of commercial debts, please provide as full details as possible within the time limit.”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA). I can confirm that the Northern Ireland Office holds some information within scope of your request.

- 1) The percentage of invoices paid by the Department to external organisations within 30 working days of a valid invoice being received is shown below:

|                                | 2012-13 | 2013-14 | 2014-15 |
|--------------------------------|---------|---------|---------|
| Percentage paid within 30 days | 99%     | 99%     | 99%     |



2) and 3) The Department has not received or paid any claims in any of these years for the late payment of invoices under the Late Payment of Commercial Debts (Interest) Act 1988.





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**October 2015**

**REFERENCE: FOI – 15/142**

You requested the following information:

***“I am interested in learning about the number of people tasked within the Department with resolving FOI requests. Whether this is full-time, or part-time and the number of people filling the role.”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA). I can confirm that the Northern Ireland Office does hold information within scope of your request. The Northern Ireland Office has an FOI Manager who is a full-time employee of the Department. The NIO operates a shared service for the provision of FOI services with the Wales Office. The Wales Office provides three people, on a part-time basis, to this service who together contribute 0.4 FTE (full-time equivalent) personnel.



July 2015

**REFERENCE: FOI - 15/143**

You requested the following information from the Northern Ireland Office (NIO):

***“Please provide copies of all current guidance issued to staff in your department on the retention and deletion of emails.”***

Your request is being handled under the Freedom of Information Act 2000 (FOIA).

I can confirm that the NIO holds information within scope of your request. The NIO Information Management Policy (Version 3, September 2013), states ‘if a message conveyed contributes to full understanding of a policy decision, results in an action being taken, or forms a significant part of the “story” it must be kept. If not, it should be deleted. Those emails not required for business needs or which do not need to be retained “for the record” should be deleted as soon as they have ceased to be of use. Emails that are added to the Department’s EDRMS must be deleted from inboxes or other storage areas immediately they have successfully been added to the official record. Personal, ephemeral and other emails not added to the official record keeping system should be deleted as soon as they have ceased to be of use. Individual members of staff are responsible for doing this.’



**August 2015**

**REFERENCE: FOI - 15/145**

You requested the following information from the Northern Ireland Office (NIO):

***“I would like to submit a request under the Freedom of Information Act.***

- 1) How many away days/ team building exercises has the department had since January 1, 2014?***
- 2) How many civil servants from your department have taken part in away days/ team building exercises since January 1, 2014?***
- 3) How much money has your department spent on away days/ team building exercises since January 1, 2014?***
- 4) Which companies were used to provide the away days/ team building exercises and what was the nature of the activity?”***

Your request is being handled under the Freedom of Information Act 2000 (FOIA).

I can confirm that the NIO holds no information within scope of your request. No away days or team building exercises have been held by the department within the dates specified.





# NIO

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## Freedom of Information Team

**August 2015**

**REFERENCE: FOI – 15/147**

You request the release of the following information from the Northern Ireland Office (NIO);

***“Has money been paid to community workers to help keep the peace over the Twelfth fortnight 2015?”***

***Would it be possible to obtain a list of community workers or areas that received money?***

***Would it be possible to find out how much money was given to each community worker?”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA)

This Department has not made any payments to community workers to help keep the peace over the Twelfth fortnight 2015.





August 2015

REFERENCE: FOI - 15/149

You requested the release of the following information from the Northern Ireland Office (NIO);

*“Please can you provide me with the organisation’s existing contracts relating to facilities management for each of the categories below:*

- A. Property and Building Services Maintenance*
- B. Cleaning and Janitorial Services*
- C. Security Services- From building and car park security to prisoner escorting services*
- D. Catering Services*

*For each of the contract above can you please provide me with the organisation’s primary/main contracts that are above £1,000.00. If there isn’t*

- 1. What is the type of contract please pick from one of the categories above? If the organisation has a fully managed contract please state “Managed”.*
- 2. Who is the supplier for this contract? Please can you provide me with the contract information for each individual supplier?*
- 3. What is the annual average spend? Please can you provide me with the contract information for each individual supplier?*
- 4. What is the contract duration? Please also provide me with any extensions that maybe offered to the supplier.*
- 5. What is the contract expiry date? Please at least provide me with the month and year.*



- 6. *When will this contract be reviewed? Please at least provide me with the month and year.***
- 7. *Can you please provide me with the total number of sites the contract covers? An estimate will also be acceptable.***
- 8. *What services are provided under this contract? A brief description will be acceptable***
- 9. *Who is the main contact from within the organisation responsible for reviewing this contract? Can you please provide me with their full name, actual job title, contact number and direct email address?***
- 10. *Notes: If the contract information provided is going to be expiring within the next 3 months it would be helpful to know if you're going to renew or are planning to go to tender for a new contract for this particular service.***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

The Northern Ireland office operates from two sites; 1 Horse Guards Road, London and Stormont House in Belfast. These sites are leased through HM Treasury and the Department of Finance and Personnel (NI) respectively.

For the London site, the Department has no contract for the services that you have enquired about. These services are managed and delivered via the site's landlord, HM Treasury. A quarterly bill is paid to HM Treasury which includes the provision of rent and the above services without a breakdown of costs. In order to receive this information, you may wish to contact [foirequests@HMTreasury.gsi.gov.uk](mailto:foirequests@HMTreasury.gsi.gov.uk).

Similarly, the Belfast office receives these services via the Department of Finance and Personnel. There are no contracts for these services held by the Northern Ireland Office. For information, you may wish to contact [foi@dfpni.gov.uk](mailto:foi@dfpni.gov.uk) in order to receive the information.



August 2015

REFERENCE: FOI - 15/150

You requested the release of the following information from the Northern Ireland Office (NIO);

***“Contracts/Agreements relating to the supply of Gas which may include the following:***

- Natural Gas Supply***
- Gas Heating / Boiler Maintenance***
- Installation of Gas Central Heating Systems***

**2. *Contracts/Agreements relating to the supply of Electricity which may include the following:***

- Street Lighting***
- Electricity Supply (Half Hourly)***
- Electricity Supply (Non Half Hourly)***
- Corporate Electricity Supply***

**3. *Contracts/Agreements relating to the supply of Water which may include the following:***

- a. *Supply of Water***
- b. *Waste Water***

***Contract Information- For each of the types of the contract that I am requesting please can you send me the following information.***



***Please remember if there is more than one provider can you please split the contract information up for each individual provider?***

- 1. Unique Contract Key: Please can you provide me with a unique reference quote that relates to each contract.***
- 2. Current Provider: If there is more than one provider please split the contract information individually.***
- 3. Annual Average Spend: Please can you send me the average spends over the last three years. Approximate spend is also acceptable.***
- 4. Contract Duration: Duration of the contract/agreement and can you please include any extension periods that could be executed***
- 5. Contract Commence Date: The date the contract/agreement commenced***
- 6. Contract Expiry Date: The date the contract/agreement expired***
- 7. Contract Description: A brief description of the contract of what support/service is involved***
- 8. Responsible Officer: Who within the organisation is responsible for this contract. Please can you send me the full names, actual job title, internal contact number and the officers direct email address.***

***If there is more than one supplier please split each profile of the above data types for each supplier. E.g. separate spend, expiry date, responsible officer.***

***In some cases I have been told that some requests may take of the period of collating this information. If this is the case please can you only concentrate on part two of my request (Contracts/Agreements relating to the supply of Electricity)."***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

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July 2015

REFERENCE: FOI 15/157

You requested the following information from the Northern Ireland Office (NIO):

***“Please may I have details of the volumes of all instances where an employee was found to be in possession, within their own homes (ie not in the workplace) of -***

- 1. class A substance under the Misuse of Drugs Act 1971***
- 2. class B substance under the Misuse of Drugs Act 1971***
- 3. Class C substance under the Misuse of Drugs Act 1971***
- 4, any legal highs substances***

***which came to the attention of the Civil Service staff through whatever means and the outcomes/penalties including if no action was taken.***

***All instances where the use or possession of same as above points 1 to 4 upon work/home premises including alcohol***

***which came to the attention of the NICS staff through whatever means and the outcomes penalties including if no action was taken.***

***Details of the volumes per level of misconduct for all matters resulting in the penalty of***

- 1. 2 year record on personnel file***
- 2. a transfer or dismissal***
- 3. both number 1 or 2 imposed***
- 4. or anything else***

***The volume of the number of appeals where the breach in the policy/procedure has been found and where the original outcome was***

- 1, upheld***
- 2. not upheld***



***Volumes of the instances of disciplinary matters which began outside of the NICS and which were finalised within the NICS***

- 1. with disciplinary action taken***
- 2, no disciplinary action***
- 3.anything else***

***Volumes of the amounts per length of suspension (ie one week to 6months) per level of charge (ie minor misconduct to gross)***

- 1. in advance of any appeal hearing***
- 2. following the hearing as a disciplinary measure”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

A time frame was not specified in the request, however an examination of our records confirms a Nil Return within the last 4 years.





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August 2015

REFERENCE: FOI 15/158

You requested the following information from the Northern Ireland Office (NIO):

1. ***“In 2012, 2013 and 2014 how many parents went on maternity or paternity leave?”***
2. ***What was the average length of this maternity or paternity leave?***
3. ***For those who went on leave in 2012 and 2013 how many parents changed their hours or the way in which they worked (i.e part time, using flexi time or job share) within 12 months and 24 months of returning?***
4. ***How many parents left their job after maternity leave within 24 months of returning and what were their reasons for leaving?***
5. ***What flexible working options does your department provide?***
6. ***What HR and growth costs has the department incurred as a result of loss of talent within this demographic, this includes the time it takes for a new employee to get to optimum efficiency level which Oxford Economics anticipates to be 28 weeks worth of wages.”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

1. The number of staff on paternity/maternity leave in the periods requested is as follows:

| Year    | Number of Staff on Maternity Leave | Number of Staff on Paternity Leave |
|---------|------------------------------------|------------------------------------|
| 2012/13 | 0                                  | 0                                  |
| 2013/14 | 3                                  | 0                                  |
| 2014/15 | 2                                  | 2                                  |





2. During this period the average length of maternity leave was 11 months, for paternity leave it was 2 weeks.
3. None
4. None
5. The Northern Ireland Office offers its employees the following flexible working arrangements:
  - a) Part Year Working
  - b) Term Time Working
  - c) Reduced Hours
  - d) Compressed Hours
  - e) Job-Sharing
6. This information is not held





# NIO

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## Freedom of Information Team

**August 2015**

**REFERENCE: FOI – 15/161**

You request the release of the following information from the Northern Ireland Office (NIO);

- “1. Total staffing cost of marketing, external communications and press offices for the year 2014/15.  
2. Total spending by marketing, external communications and press offices for the year 2014/15.  
3. Total spending on ministerial cars in 2014/15.  
4. Total spending on furnishings for ministerial offices in 2014/15.  
5. Total spending on furnishings for ministerial offices since April 2015 (i.e. 2015/16 to date).”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

1. The total staffing cost of marketing, external communications and press offices for the year 2014/15 was £192,247.
2. The total spending for marketing, external communications and press offices for the year 2014/15 was £254,835
3. The total spending on ministerial cars in 2014/15 was £124,685.
4. There was no spending on furnishings for ministerial offices in 2014/15
5. There has been no spending on furnishings for ministerial offices since April 2015.





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**August 2015**

**REFERENCE: FOI 15/165**

You requested the following information from the Northern Ireland Office (NIO):

***“How many personnel currently working for your department are seconded from outside organisations or companies, and which organisations or companies do they come from?”***

***Please can you name the organisations and companies and provide the number of people seconded from each organisation or company.”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

The Northern Ireland Office currently has 28 seconded staff. 27 are from the Northern Ireland Civil Service and the other is from the House of Commons.





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October 2015

REFERENCE: FOI - 15/166

You requested the following information from the Northern Ireland Office (NIO):

- ***“Between 1st January 2013 and 1st July 2015 how much money has been spent on renovations to buildings related to your department?”***
- ***How much has been spent on items, paintings and ornaments purchased to decorate buildings in your department during this period?***
- ***Could you please provide me with details on what renovations took place, which decorative items were purchased and where they were purchased from. Could you also provide the individual prices paid by the department for decorative items.”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

The NIO currently operates out of two locations – 1 Horse Guards Road, London (previously Millbank, London); and Stormont House, Belfast. The Department managed Hillsborough Castle, Northern Ireland until day to day management and running of the site was transferred to Historic Royal Palaces on 1 April 2014.

The Department spent £8,598.60 + VAT on renovations to its buildings during the period mentioned. The full amount relates to redecoration of rooms on the Royal Corridor at Hillsborough Castle during 2013. The Department did not spend any money on items, paintings or ornaments to decorate any of its buildings during the period.





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October 2015

REFERENCE: FOI - 15/167

You requested the following information from the Northern Ireland Office (NIO):

- ***“Between 1st January 2013 and 1st July 2015, how much have you spent on repairs, maintenance or upkeep on decorative items held by your department, be they historically owned items, gifts etc.*”**
- ***Please list each item, the nature of the maintenance, and how much it cost.”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

The NIO currently operates out of two locations – 1 Horse Guards Road, London (previously Millbank, London); and Stormont House, Belfast. The Department managed Hillsborough Castle, Northern Ireland until day to day management and running of the site was transferred to Historic Royal Palaces on 1 April 2014.

The Department did not spend any money on repair, maintenance or upkeep to any decorative item at either its London based offices or the Belfast based office during the period between 1 January 2013 and 1 July 2015. The Department spent £228.34 + VAT on the repair of decorative items at Hillsborough Castle during the period specified.

- Repair to carriage light - £65.21 + VAT
- Repair to picture frame - £93.57 + VAT
- Repair to chandelier - £69.56 + VAT





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## Freedom of Information Team

September 2015

REFERENCE: FOI – 15/170

You request the release of the following information from the Northern Ireland Office (NIO);

1. ***“Enterprise Resource Planning Software Solutions (ERP)***
2. ***Customer Relationship Management (CRM) Solutions***
3. ***Human Resources (HR) and Payroll Software Solutions***
4. ***Finance Software Solutions***

***Along with the actual contract information for the above can you also provide me with the maintenance and support contract associated with each of the categories above if it not already within the existing contract.***

***For each of the categories above can you please provide me with the relevant contract information listed below:***

1. ***Software Category: ERP, CRM, HR, Payroll, Finance***
2. ***Software Supplier: Can you please provide me with the software provider for each contract?***
3. ***Software Brand: Can you please provide me with the actual name of the software. Please do not provide me with the supplier name again please provide me with the actual software name.***
4. ***Contract Description: Please do not just state two to three words can you please provide me detail information about this contract and please state if upgrade, maintenance and support is included. Please also include the modules included within the contract.***
5. ***Number of Users/Licenses: What is the total number of user/licenses for this contract?***
6. ***Annual Spend: What is the annual average spend for each contract?***
7. ***Contract Duration: What is the duration of the contract please include any available extensions within the contract.***
8. ***Contract Start Date: What is the start date of this contract? Please include month and year of the contract. DD-MM-YY or MM-YY.***
9. ***Contract Expiry: What is the expiry date of this contract? Please include month and year of the contract. DD-MM-YY or MM-YY.***
10. ***Contract Review Date: What is the review date of this contract? Please include month and year of the contract. If this cannot be provide please provide me estimates of when the contract is likely to be reviewed. DD-MM-YY or MM-YY.***
11. ***Contact Details: I require the full contact details of the***



***person within the organisation responsible for this particular software contract.”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

1. The Department does not use ERP and CRM systems and receives shared services for HR, IT and payroll functions. The Finance platform is Integra.
2. The software supplier for the finance system is Capita Integrated Business Solutions.
3. The software brand for the finance system is Integra
4. The Contract with Capita is to supply and support the finance system. This includes Sales Ledger, Purchase Ledger, Cash Management, Nominal Ledger, Purchase Ordering, Employee Expenses and Fixed Asset Management. These modules are fully supported by a system support agreement
5. The number of Licenses is 40
6. The annual average spend for the Finance Contract is £18k.
7. The Finance Contract is an annual contract - covering a 12 month period of support.
8. & .9 The current finance contract covers 1st July 3015 to 30th June 2016
10. Contract Review Date: The contract will be reviewed prior to renewal during the period of 1st April 2016-30th June 2016
11. The contact details of the person within the organisation responsible for this particular software contract are:

Leanda Thompson, NIO, Stormont House, Stormont Estate, Belfast BT4 3SH Tel: 028 9052 3582



September 2015

REFERENCE: FOI - 15/174

You requested the release of the following information from the Northern Ireland Office (NIO);

- “1. Do you currently make use of any Oracle products? If so, which?***
- 2. What is the quantity of licensed users split by each Oracle product used by your organisation?***
- 3. What is the value of your current Oracle contracts, split by product?***
- 4. Do you outsource your Oracle projects, services or maintenance to an external supplier? If so, whom? When does that contract expire?***
- 5. In 2013, the Cabinet Office appointed an Open Standards Board to drive the use of Open Source across Government. Which Open Source databases have you (a) deployed since 2013 and (b) have firm plans to deploy within the next 18 months as alternatives to Oracle products?”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

I can confirm that there are no Oracle products used within The Northern Ireland Office. The only open source database deployed since 2013 is the Department's finance database which uses IB Solutions Integra.







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September 2015

REFERENCE: FOI – 15/177

You request the release of the following information from the Northern Ireland Office (NIO);

***“For all procurements the Northern Ireland Office (including any organisations it may be responsible for such as executive agencies and non-departmental public bodies) has run under the EU Procurement Directives which were concluded/awarded between 1 April 2014 and 31 July 2015 I request the following information for each individual procurement:***

- ***The title of the procurement including the Lot structure and title of each Lot where a Lot structure was used***
- ***The name and if possible address of each individual company/organisation which submitted a tender and was unsuccessful in being awarded a contract/place on a framework agreement***
- ***If a framework agreement or a Lot structure applied, the name and if possible address of each unsuccessful tenderer per Lot***
- ***For all restricted procedure procurements the name and if possible address of each individual company/organisation unsuccessful at the pre-qualification questionnaire stage (PQQ) – i.e. companies/organisations which submitted a PQQ but were not invited to tender. Please break down by Lot if a Lot structure applied.”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

The Northern Ireland Office has not run any procurements under the EU Procurement Directives which were concluded/awarded between 1 April 2014 and 31 July 2015.



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August 2015

**REFERENCE: FOI 15/17**

You requested the following information from the Northern Ireland Office (NIO):

- 1. The name of your current HR/Payroll Solution and Provider. If this is outsourced please provide the name of your outsourcing provider.**
- 2. The date that the contract was signed with your HR/Payroll provider.**
- 3. The length of the current contract term for both HR and Payroll.**
- 4. When the HR and Payroll contracts are up for renewal.**
- 5. The current annual maintenance charges for your HR/Payroll solution.**
- 6. The original contract value of your HR/Payroll solution.**
- 7. The name of the organisation providing implementation consultancy for the HR/Payroll solution.**
- 8. The day rate for consultancy to implement the HR/Payroll solution.**
- 9. The total amount spent so far on consultancy to implement the HR/Payroll solution.**
- 10. The date that the HR/Payroll solution implementation project is expected to be completed in full.**
- 11. The number of payroll run by your organisation, what each payroll is for and how many employees are paid within each payroll.**

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

1. The Northern Ireland Office receives its HR and Payroll services via the Ministry of Justice (MoJ).
2. The MoJ manage the contract with the payroll provider on behalf of the NIO.



3. The NIO does not hold information in relation to the contract; the MoJ are responsible for this contract.
4. Not held, as per question 3
5. Not held, as per question 3
6. Not held, as per question 3
7. The NIO is not undertaking any consultancy on its HR/Payroll provision.
8. Not held
9. Not held
10. The NIO is not running any projects on its HR/Payroll provision
11. The MoJ provides the NIO with services for one payroll, which is used to pay NIO Home Civil Service staff. In August 2015 there were 99 members of NIO staff being paid through this payroll provider.





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August 2015

REFERENCE: FOI 15/179

You requested the following information from the Northern Ireland Office (NIO):

**1) For each of the last three financial years, please provide a figure for the total number of separate compensation claims to do with work-related stress brought against your department and please provide a line-by-line breakdown of this figure in a machine-readable format (such as a Microsoft Excel spreadsheet) which includes:**

- a) **The year the claim was first lodged**
- b) **The amount of money the initial claim was for**
- c) **The year the settlement was agreed**
- d) **The amount of money the settlement was for**
- e) **The amount of money paid out from the settlement so far**
- f) **The age of the litigant**
- g) **The gender of the litigant**
- h) **The sub-department the litigant worked in**
- i) **The number of years the litigant spent in the civil service**
- j) **The current civil service employment status of the litigant**

**2) For each of the last three financial years, please provide a figure for the total number of separate compensation claims to do with post-traumatic stress disorder (PTSD) brought against your department and please provide a line-by-line breakdown of this figure in a machine-readable format (such as a Microsoft Excel spreadsheet) which includes:**

- a) **The year the claim was first lodged**
- b) **The amount of money the initial claim was for**
- c) **The year the settlement was agreed**
- d) **The amount of money the settlement was for**
- e) **The amount of money paid out from the settlement so far**
- f) **The age of the litigant**
- g) **The gender of the litigant**
- h) **The sub-department the litigant worked in**
- i) **The number of years the litigant spent in the civil service**
- j) **The current civil service employment status of the litigant**

**3) For each of the last three financial years, please provide a figure for the total amount of money set aside by your department to settle claims to do with work-related stress.**



**4) For each of the last three financial years, please provide a figure for the total amount of money set aside by your department to settle claims to do with post-traumatic stress disorder (PTSD).**

**5) For each of the last three financial years, please provide a figure for the total amount of money your department has spent on external legal advice, consultation and representation to do with claims to do with work-related stress.**

**6) For each of the last three financial years, please provide a figure for the total amount of money your department has spent on external legal advice, consultation and representation to do with claims regarding post-traumatic stress disorder (PTSD).**

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

1. The Northern Ireland Office (NIO) did not receive any compensation claims for work-related stress in the 2012/13, 2013/14 or 2014/15 financial years.
2. No claims for post-traumatic stress disorder (PTSD) were received by the NIO during the 2013/13, 2013/14 or 2014/15 financial years.
3. The NIO did not set aside any money to settle claims related to work-related stress during the 2012/13, 2013/14 or 2014/15 financial years.
4. No money was set aside by the NIO in the 2012/13, 2013/14 or 2014/15 financial years to settle claims related to PTSD.
5. The NIO did not spend any money in the 2012/13, 2013/14 or 2014/15 financial years on external legal advice, consultation or representation on claims to do with work-related stress.
6. No money was spent by the NIO in the 2012/13, 2013/14 or 2014/15 financial years on external legal advice, consultation or representation on claims regarding PTSD.





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October 2015

**REFERENCE: FOI – 15/180**

You requested the following information from the Northern Ireland Office (NIO):

***“Could you provide me with the following information please.***

***2016 will the centenary of the Easter uprising. During the uprising in Dublin in 1916 roughly 116 British soldiers lost their lives.***

***Can you provide me with any information surrounding NIO discussions relating to honouring the sacrifice of those soldiers?”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

The NIO has not been involved in any discussions relating to the information you have requested.



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October 2015

REFERENCE: FOI - 15/181

You requested the following information from the Northern Ireland Office (NIO):

***“1. How much did each annual Hillsborough Garden Party 2008, 2009, 2010, 2011, 2012, 2013, 2014 and 2015 respectively cost?”***

***2. Which department pays for the annual Hillsborough Garden Party?***

***3. How does the NIO select and compile the guest list for the annual Hillsborough Garden Party?”***

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

The Garden Party is paid for by the Northern Ireland Office and the total cost for each year requested has been included in the table below. There has been no Garden Party in 2015 to date so no final figures are available. In reference to your third question, nominations for guests are sought from a variety of sources, including the Northern Ireland Devolved Administration, each of the Borough and District Councils and the Northern Ireland Lord-Lieutenants.

| Year | Total Cost (excl VAT) |
|------|-----------------------|
| 2015 | -                     |
| 2014 | £40,196.00            |
| 2013 | £38,810.10            |



|      |            |
|------|------------|
| 2012 | £57,688.00 |
| 2011 | £63,029.12 |
| 2010 | £61,579.20 |
| 2009 | £62,648.15 |
| 2008 | £74,187.53 |

