

Dear

FREEDOM OF INFORMATION – OUTSOURCED

I write in response to your request for information in relation to outsourced functions.

Question:

Payroll and Pensions Outsourcing

Does your organisation outsource its payroll and pensions function? If yes, please provide:

- The name of the outsourced service provider
- The contract duration (in years)
- The contract end date

Workforce and HR processes

Does your organisation outsource any other workforce and HR processes? If yes, please confirm:

- Which workforce and HR services your organisation outsources, to which supplier(s)

Smartcard production and management.

Does your organisation outsource smartcard production & management?

If yes, please provide:

- The name of the outsourced service provider

If no, please confirm:

- Which department is responsible for providing the service
- Whether you provide this service to other organisations

Answer:

All in house via NHS Lothian or NHS Scotland.

I hope the information provided helps with your request

If you are unhappy with our response to your request, you do have the right to request us to review it. Your request should be made within 40 working days of receipt of this letter, and we will reply within 20 working days of receipt. If our decision is unchanged following a review and you

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Chair Professor John Connaghan CBE
Chief Executive Professor Caroline Hiscox
*Lothian NHS Board is the common
name of Lothian Health Board*



remain dissatisfied with this, you then have the right to make a formal complaint to the Scottish Information Commissioner within 6 months of receipt of our review response. You can do this by using the Scottish Information Commissioner's Office online appeals service at www.itspublicknowledge.info/Appeal. If you remain dissatisfied with the Commissioner's response you then have the option to appeal to the Court of Session on a point of law.

If you require a review of our decision to be carried out, please write to the FOI Reviewer at the email address at the head of this letter. The review will be undertaken by a Reviewer who was not involved in the original decision-making process.

FOI responses (subject to redaction of personal information) may appear on NHS Lothian's Freedom of Information website at: <https://org.nhslothian.scot/FOI/Pages/default.aspx>

Yours sincerely

ALISON MACDONALD
Executive Director, Nursing
Cc: Chief Executive