



Making Northern Ireland Safer For Everyone Through Professional, Progressive Policing

## FREEDOM OF INFORMATION REQUEST



**Request Number:** F-2011-00504

**Keyword:** Human Resources

**Subject:** Administrative Support Officer Promotion

### Request and Answer:

#### Question

I am submitting a request for freedom of information regarding the A.S.O promotion drive which took place on 2008 and the 2009 Pay Assimilation.

From the list of "Results of the Administrative Support Officer (ASO) ABILITY TEST" which was released force wide on 23 April 2008, how many of the 170 successful staff were promoted on or after 01/02/2009?

Of those who were promoted on or after 01/02/2009, did any of the individuals receive an increase in their salary due to the implementation of the 2009 Pay assimilation? How many years service did they have as an Administrative Assistant at the time of their promotion and what pay scale are they currently on?

Of those staff who were promoted on or after 01/02/2009, how many of the staff were serving with the PSNI for 6 years service or more in the substantive grade (AA) and below the maxima? What pay scale are they currently on?

#### Answer

Section 17(5) of the Freedom of Information Act 2000 requires the Police Service of Northern Ireland (PSNI), when refusing to provide such information (because the cost of compliance exceeds the appropriate limit) to provide you the applicant with a notice which states that fact.

It is estimated that the cost of complying with your request for information would exceed the "appropriate costs limit" under Section 12(1) of the Freedom of Information Act 2000, which is currently set by the Secretary of State at £450 (18 hrs).

The PSNI Human Resources (HR) department have advised that to retrieve information to respond to your request would require personnel pay branch to check the individual records of each of the individuals promoted prior and post 01/02/2009. Each of the individuals HR records would then have to be interrogated to determine number of year's service as AA at the time of their individual promotion dates. Pay section would then be required to confirm their current pay. Allowing 20 – 30 minutes per record would equate to between 25 and 37 hours which is in excess of the time

permitted by legislation which is set at 18 hours.

In accordance with the Freedom of Information Act 2000, this letter should be considered as a Refusal Notice, and the request has therefore been closed.

You may wish to submit a refined request in order that the cost of complying with your request may be facilitated within the 'appropriate limit'. In compliance with Section 16 of the Act, I have considered how your request may be refined to bring it under the appropriate limit however the nature and structure of the information unfortunately makes this impossible.

Submission of a refined request would be treated as a new request, and considered in accordance with the Freedom of Information Act 2000, including consideration of relevant Part II exemptions.

Although excess cost removes the PSNI's obligations under the Freedom of Information Act, I have provided below the information which was retrieved before it was realised that the fees limit would be exceeded. I trust this is helpful but it does not affect our legal right to rely on the fees regulations for the remainder of your request.

Human resources have advised that from the list of "Results of the Administrative Support Officer (ASO) ABILITY TEST" which was released force wide on 23 April 2008, 75 of the 170 successful staff were promoted on or after 01/02/2009.

If you have any queries regarding your request or this decision please do not hesitate to contact me on 028 9070 0164. When contacting the Freedom of Information Team, please quote the reference number listed at the beginning of this letter.

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 the Head of Freedom of Information, PSNI Headquarters, 65 Knock Road, Belfast, BT5 6LE or by emailing [foi@psni.pnn.police.uk](mailto:foi@psni.pnn.police.uk).

If following an internal review, carried out by an independent decision maker, you were to 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 PSNI has complied with the terms of the Freedom of Information Act. You can write to the Information Commissioner at Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. 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.

Please be advised that PSNI replies under Freedom of Information may be released into the public domain via our website @ [www.psni.police.uk](http://www.psni.police.uk)

Personal details in respect of your request have, where applicable, been removed to protect confidentiality.