

## Additional information: Response to FOI request AFBIFOI20230501

Thank you again for your email of 02 May 2023 where you requested information about grievance and recruitment management within AFBI. I am writing to advise that the Institute has completed its search and can confirm that we hold information relating to most elements of your request.

This letter uses initialisms as shorthand for the larger AFBI organizational structures known as divisions. These are Finance and Corporate Affairs Division (FCAD), Environment and Marine Science Division (EMSD), Sustainable Agri-Food Science Division (SAFSD) and Veterinary Science Division (VSD).

Information relating to your questions 1-6 is set out in Table 1.

Question	Answer
1. Please provide details of the number of Grievances brought by AFBI staff during the last 5 years.	18
2. Of those Grievances brought by AFBI Staff during the last 5 years please provide details of the number which relate to either discrimination or equal pay claims/issues.	7
3. Please provide details of the number of equal pay or discrimination claims settled by AFBI in the last 5 years?	0
4. In the last 5 years how many AFBI staff have asked for their job to be evaluated?	22
5. Of those requests for evaluation of their job by AFBI staff in the last 5 years how many of such requests have been granted (ie the role has been re-evaluated)?	22
6. Of those number of roles/jobs which have been re-evaluated in the last 5 years how many have resulted in the role's grade being changed/re-graded?	7

Table 1: Response to questions 1-6

In question 7 you ask how many members of permanent and/or agency staff are currently employed in certain specified AFBI business areas. The information requested is set out in Table 2.

Branch	Permanent	Agency
Finance Branch	25	13
People and Culture Branch	11	0
Corporate Projects	0	4
Health, Safety and Compliance Branch	3	0
Estate Management and Development Branch	11	1
Governance and Performance Branch	8	0

Table 2: Permanent and Agency Staff by FCAD Branch

In Questions 8 and 9 you ask for information on recruitment numbers since 1 September 2022. The figures requested are set out in Table 3.

<b>Staff recruited since 1 September 2022</b>	
<b>Permanent staff</b>	<b>Agency staff</b>
96	37

Table 3: Staff recruited since 1 September 2022

In Question 10, you ask us to identify the number of staff recruited since 1 September 2022 by reference to the AFBI branch into which they have been recruited. This information with respect to permanent staff is set out in Table 4.

<b>Division</b>	<b>Branch/business area</b>	<b>Total</b>
EMSD	AFBI, Agri-Environment Branch - Hillsborough	3
	AFBI, Agri-Environment Branch - Newforge	10
	AFBI, Fisheries and Aquatic Ecosystems Branch - Newforge	2
	AFBI, EMSD Divisional Office	1
EMSD Total		16
FCAD	AFBI, Estate Management & Development Branch - Newforge	2
	AFBI, Estate Management & Development Branch - Stormont	2
	AFBI, Finance and Procurement	4
	AFBI, Governance and Performance	1
	AFBI, Health, Safety and Compliance Branch - Newforge	1
	AFBI, Health, Safety and Compliance Branch - Stormont	2
	AFBI, Human Resources	7
	AFBI, ITC - Newforge	3
FCAD Total		22
SAFSD	AFBI, Grassland and Plant Science - Crossnacreevy	4
	AFBI, Grassland and Plant Science - Loughgall	1
	AFBI, Grassland and Plant Science - Newforge	1
	AFBI, LPS - Hillsborough	10
SAFSD Total		16
VSD	AFBI, Bacteriology	14
	AFBI, Chemical Surveillance	7
	AFBI, Disease Surveillance	14

<b>Division</b>	<b>Branch/business area</b>	<b>Total</b>
	AFBI, Disease Surveillance Omagh	2
	AFBI, Immunodiagnosics	1
	AFBI, Veterinary Sciences Division - Directors Office	1
	AFBI, Virology	3
VSD Total		42
Grand Total		96

*Table 4: Permanent staff recruitment by branch.*

Our records are not held in a manner which allows us to collate the equivalent information with respect to agency staff.

In Question 11 you ask for information about how many AFBI recruitment exercises since 1 September, 2022 were actioned through (i) an external recruitment agency and (ii) the HR Connect process. The respective figures are (i) 14 and (ii) 32.

In your Question 12, you ask which AFBI branches participated in recruitment exercises since 1 September 2022 using (i) an external recruitment agency and (ii) the HR Connect process. The information requested is set out in Tables 5 to 8 below. It should be noted that more than one branch may have participated in the same recruitment exercise, and that equally, the same branch may have participated in multiple recruitment exercises. Therefore the figures in the tables below will not tally directly with those supplied in response to Question 11.

<b>Branch</b>	<b>HRConnect</b>	<b>External Agency</b>
Finance and Procurement Branch		4
People and Culture Branch	2	1
Governance and Performance Branch	1	
Health, Safety and Compliance Branch	1	1
Information Services Branch	6	
Research Support Office	2	2

*Table 5: FCAD branches participation in recruitment exercises since 1 September 2022*

<b>Branch</b>	<b>HRConnect</b>	<b>External Agency</b>
Chemical Surveillance Branch	2	3

Bacteriology Branch		3
Immunodiagnostic Branch		1
Virology Branch	2	1
Disease Surveillance and Investigation Branch		1

*Table 6: VSD branches participation in recruitment exercises since 1 September 2022*

<b>Branch</b>	<b>HRConnect</b>	<b>External Agency</b>
Agri-Environment Branch	7	2
Fisheries Branch	1	1

*Table 7: EMSD branches participation in recruitment exercises since 1 September 2022*

<b>Branch</b>	<b>HRConnect</b>	<b>External Agency</b>
Grassland and Plant Science Branch	5	2
Livestock Production Sciences Branch	3	3

*Table 8: SAFSD branches participation in recruitment exercises since 1 September 2022*

I consider that the requests at points 13, 14 and 15 of your email are requests for opinions or explanations rather than for recorded information, and so fall outside the scope of the Freedom of Information Act 2000. You may wish to address these by separate correspondence to the head of AFBI People and Culture Branch at the above address.