

27 July 2026

HR/OD Band 7 and Band 8 establishment, role titles and job descriptions

Please provide information for Belfast Health and Social Care Trust's overall Human Resources / Organisational Development function, including HR, OD, employee relations, workforce, recruitment, pay/reward, learning and development, equality/diversity/inclusion, occupational health administration/management where structurally part of HR/OD, and administrative/business support staff working within the broad HR/OD department, function or directorate.

For the avoidance of doubt, this request is not limited to posts with 'HR' in the job title. It includes posts sitting within, reporting into, or funded/managed as part of the broad HR/OD function.

I am not seeking personal names, staff numbers, personal contact details, sickness information, disciplinary information, or any other personal data.

1. Current Band 8 HR/OD establishment

Please provide the most recent available establishment snapshot for all Band 8 posts within the overall HR/OD function.

Please break this down by:

- Band 8A**
- Band 8B**
- Band 8C**
- Band 8D**

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For each band, please provide:

- a. number of posts by headcount;
- b. number of posts by whole-time equivalent, if held;
- c. role/job title;
- d. department/team/function;
- e. whether the role is permanent, temporary, acting-up, seconded, or fixed-term, if held.

Response -

HROD Division – Modernisation, People & Organisational Development, Attendance and Occupational Health					
Post Title	Contract Type	WTE	Headcount	Band	Organisational Unit
Co-Director - HR/OD post	Permanent	1	1	Band 8D	Modernisation, People & Organisational Development, Attendance and Occupational Health
HR Service Manager & Business Partner, Modernisation and Workforce Planning and Attendance Management	Permanent	1	1	Band 8B	MODERNISATION & WORKFORCE PLAN DEPT
HR Assistant Service Manager, Modernisation and Workforce Planning and Attendance Management	Permanent	1	1	Band 8A	MODERNISATION & WORKFORCE PLANNING DEPT
HR Service Manager, Organisational Development and Change Manager	Permanent	1	1	Band 8B	ORG DEVELOPMENT CHANGE MANAGEMENT

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HR Service Manager, People and Organisational Development	Permanent	1	1	Band 8B	POD
HR Assistant Service Manager, People and Organisational Development	Temp Higher Bd	1	1	Band 8A	POD
Lead Nurse Manager, Occupational Health Service	Temp Higher Bd	1	1	Band 8B	OCCUPATIONAL HEALTH
Clinical Psychologist	Temporary	0	0	Band 8B	OCCUPATIONAL HEALTH
Occupational Health Nurse Manager	Permanent	1	1	Band 8A	OCCUPATIONAL HEALTH
Lead Occupational Therapist	Permanent	1	1	Band 8A	OCCUPATIONAL HEALTH
Principal Physiotherapist	Permanent	1	1	Band 8A	OCCUPATIONAL HEALTH

HROD Division – Employee Relations, Governance and Whistleblowing					
Post Title	Contract Type	WTE	Headcount	Band	Organisational Unit
Co-Director - HR/OD post	Permanent	1	1	Band 8D	EMP LAW, GOVERNANCE & WHISTLEBLOWING
Service Manager & Business Partner	Permanent	1	1	Band 8B	EMPLOYEE RELATIONS & INDUSTRIAL RELATION
HR Assistant Service Manager, Employee & Industrial Relations	Permanent	1	1	Band 8A	EMPLOYEE RELATIONS & INDUSTRIAL RELATION
HR Service Manager ER (Medical & Dental), HR Risk & Governance, MAH Investigation	Permanent	1	1	Band 8B	SAFETY QUALITY & GOVERNANCE
Whistleblowing Assistant Service Manager	Temporary	1	1	Band 8A	WHISTLEBLOWING

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HROD Division – People Services					
Post Title	Contract Type	WTE	Headcount	Job	Organisational Unit
Co-Director - HR/OD post	Permanent	1	1	Band 8D	PEOPLE SERVICES
Service Manager & Business Partner	Permanent	1	1	Band 8B	PAY & WORKFORCE INFORMATION
Assistant Service Manager, Pay and Workforce Information Services	Permanent	1	1	Band 8A	PAY & WORKFORCE INFORMATION, HRIS
Service Manager & Business Partner	Permanent	1	1	Band 8B	RESOURCING, INCLUSION & OM/SA
Senior Manager HR, International Staffing, E&D, Improving Working Lives, Summer Scheme.	Permanent	1	1	Band 8A	IWL & EQUALITY
Assistant Service Manager, Resourcing & OM/SA	Permanent	1	1	Band 8A	RESOURCING & OM/SA
Equip HR Readiness and Change Lead	Secondment	1	1	Band 8A	PEOPLE SERVICES

2. Historical Band 8 snapshots — 2016 to 2024

Please provide equivalent Band 8 establishment snapshots for the following years:

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For each snapshot year, please provide the total number of HR/OD posts at:

- Band 8A
- Band 8B
- Band 8C
- Band 8D

For each year and band, please provide, if held:

- a. headcount;
- b. whole-time equivalent;
- c. role/job titles;
- d. department/team/function.

Please use the establishment position as at 31 March of each year. If 31 March is not used or not available, please use the nearest available establishment snapshot and state the date used.

- **2024** (as at 31st March)

Wk.hrs.	Headcount	WTE	Band	Organisational Unit
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	EMPLOYEE RELATIONS & INDUSTRIAL RELATION
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	ER, AM, & IR
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	IWL & EQUALITY
37.50	1	1	2A1D ADMIN & CLERICAL (8D) X011	LEARNING & ORGANISATIONAL DEVELOPMENT
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	MODERNISATION & WORKFORCE PLAN SUBDIV
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	Modernisation Project Team

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37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	OCCUPATIONAL HEALTH & STAFF CARE SUBDIV
24.00	1	0.64	7A7A OCCUPATIONAL THERAPIST (8A) X008	OCCUPATIONAL HEALTH OT TEAM
24.00	1	0.64	7A7A OCCUPATIONAL THERAPIST (8A) X008	OCCUPATIONAL HEALTH OT TEAM
0.00	0	0	7B2B CLINICAL PSYCHOLOGIST (8B) X009	OCCUPATIONAL HEALTH THRIVE TEAM
0.00	0	0	7B2B CLINICAL PSYCHOLOGIST (8B) X009	OCCUPATIONAL HEALTH THRIVE TEAM
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	OD/IIP/LEADERSHIP & MGT DEVELOP SUBDIV
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	ORG DEVELOPMENT CHANGE MANAGEMENT SUBDIV
35.00	1	0.93	2A1A ADMIN & CLERICAL (8A) X008	ORGANISATION DEVELOPMENT & L&D -DEPT
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	PAY & CONDITIONS / OM, S&A, WI, HRIS
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	PAY & WORKFORCE INFORMATION
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	RECRUITMENT ATTRACTION
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	SAFETY QUALITY & GOVERNANCE

- 2022 (as at 31st March)

Wk.hrs.	Headcount	WTE	Band	Organisational Unit
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	EMPLOYEE RELATIONS & INDUSTRIAL RELATION
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	EMPLOYEE RELATIONS & INDUSTRIAL RELATION
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	ER, AM, & IR
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	IWL & EQUALITY
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	LEARNING & ORGANISATIONAL DEVELOPMENT
37.50	1	1	2A1D ADMIN & CLERICAL (8D) X011	LEARNING & ORGANISATIONAL DEVELOPMENT
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	MODERNISATION & WORKFORCE PLAN SUBDIV
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	OCCUPATIONAL HEALTH & STAFF CARE SUBDIV

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15.00	1	0.4	7B2B CLINICAL PSYCHOLOGIST (8B) X009	OCCUPATIONAL HEALTH MEDICAL DEPT TEAM 2
0.00	0	0	7B2B CLINICAL PSYCHOLOGIST (8B) X009	OCCUPATIONAL HEALTH MEDICAL DEPT TEAM 2
24.00	1	0.64	7A7A OCCUPATIONAL THERAPIST (8A) X008	OCCUPATIONAL HEALTH NURSING DEPT TEAM 3
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	OD/IIP/LEADERSHIP & MGT DEVELOP SUBDIV
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	ORGANISATION DEVELOPMENT & L&D -DEPT
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	PAY & CONDITIONS / OM, S&A, WI, HRIS
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	PAY & WORKFORCE INFORMATION
37.50	1	1	2A1D ADMIN & CLERICAL (8D) X011	PEOPLE SERVICES
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	RECRUITMENT ATTRACTION
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	RESOURCING & INCLUSION
27.00	1	0.72	2A1B ADMIN & CLERICAL (8B) X009	SAFETY QUALITY & GOVERNANCE

- 2020 (as at 31st March)

Wk.hrs.	Headcount	WTE	Band	Organisational Unit
37.50	1	1	2A1D ADMIN & CLERICAL (8D) X011	MODERNISATION, L&D AND EQUALITY DIV
37.50	1	1	2A1D ADMIN & CLERICAL (8D) X011	RASS,EMPLAW,MEDHR,WF,GOV,IWL,AMT DIV
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	ORG DEVELOPMENT CHANGE MANAGEMENT SUBDIV
27.00	1	0.72	2A1B ADMIN & CLERICAL (8B) X009	WORKFORCE GOVERNANCE SUBDIV
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	OD/IIP/LEADERSHIP & MGT DEVELOP SUBDIV
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	STAFF CARE DEPT
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	OCCUPATIONAL HEALTH & STAFF CARE SUBDIV
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	IWL/MANAGING ATT DEPT
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	EMPLOYMENT LAW

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37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	MODERNISATION & WORKFORCE PLAN SUBDIV
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	PAY & CONDITIONS / OM, S&A, WI, HRIS
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	MODERNISATION & WORKFORCE PLANNING DEPT
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	EMP LAW AND MEDICAL HR SUB DIV
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	ORGANISATION DEVELOPMENT & L&D -DEPT
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	PAY & CONDITIONS / OM, S&A, WI, HRIS
37.50	1	1	2A1A ADMIN & CLERICAL (8A) X008	RECRUITMENT ATTRACTION
37.50	1	1	2A1B ADMIN & CLERICAL (8B) X009	PAY & WORKFORCE MODERNISATION SUBDIV

- 2018 (as at 31st March)

Wrk hours	Headcount	WTE	Band	Organisational Unit
27.00	1	0.72	2A1B ADMIN & CLERICAL (8B) X009	IWL/WF GOV/EMPLOYMENT EQUALITY SUBDIV
37.50	1	1.0	2A1B ADMIN & CLERICAL (8B) X009	ORG DEVELOPMENT CHANGE MANAGEMENT SUBDIV
37.50	1	1.0	2A1A ADMIN & CLERICAL (8A) X008	ORGANISATION DEVELOPMENT & L&D -DEPT
37.50	1	1.0	2A1B ADMIN & CLERICAL (8B) X009	EMP LAW AND MEDICAL HR SUB DIV
37.50	1	1.0	2A1A ADMIN & CLERICAL (8A) X008	EMP LAW & MEDICAL HR DEPT
37.50	1	1.0	2A1B ADMIN & CLERICAL (8B) X009	OD/IIP/LEADERSHIP & MGT DEVELOP SUBDIV
27.00	1	0.72	2A1B ADMIN & CLERICAL (8B) X009	IWL/WF GOV/EMPLOYMENT EQUALITY SUBDIV
37.50	1	1.0	2A1A ADMIN & CLERICAL (8A) X008	OCCUPATIONAL HEALTH & STAFF CARE SUBDIV
37.50	1	1.0	2A1B ADMIN & CLERICAL (8B) X009	PAY & WORKFORCE MODERNISATION SUBDIV
37.50	1	1.0	2A1B ADMIN & CLERICAL (8B) X009	MODERNISATION & WORKFORCE PLAN SUBDIV
37.50	1	1.0	2A1B ADMIN & CLERICAL (8B) X009	OCCUPATIONAL HEALTH & STAFF CARE SUBDIV

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37.50	1	1.0	2A1D ADMIN & CLERICAL (8D) X011	MODERNISATION, L&D AND EQUALITY DIV
37.50	1	1.0	2A1A ADMIN & CLERICAL (8A) X008	MODERNISATION & WORKFORCE PLANNING DEPT
37.50	1	1.0	2A1A ADMIN & CLERICAL (8A) X008	STAFF CARE DEPT
37.50	1	1.0	2A1A ADMIN & CLERICAL (8A) X008	RECRUITMENT, ER & HR OM DEPT
37.50	1	1.0	2A1A ADMIN & CLERICAL (8A) X008	IWLWF GOV/MANAGING ATT DEPT

- **2016** (as at 31st March)

Band	Organisational Unit	Wk.hrs.	Headcount	WTE
2A1A ADMIN & CLERICAL (8A) X008	RECRUITMENT, ER & HR OM DEPT	37.50	1	1.0
2A1A ADMIN & CLERICAL (8A) X008	EMP LAW & MEDICAL HR DEPT	37.50	1	1.0
2A1A ADMIN & CLERICAL (8A) X008	IWLWF GOV/MANAGING ATT DEPT	37.50	1	1.0
2A1B ADMIN & CLERICAL (8B) X009	MODERNISATION & WORKFORCE PLAN SUBDIV	37.50	1	1.0
2A1D ADMIN & CLERICAL (8D) X011	MODERNISATION, L&D AND EQUALITY DIV	37.50	1	1.0
2A1B ADMIN & CLERICAL (8B) X009	IWLWF GOV/EMPLOYMENT EQUALITY SUBDIV	18.75	1	0.5
2A1B ADMIN & CLERICAL (8B) X009	OD/IIP/LEADERSHIP & MGT DEVELOP SUBDIV	37.50	1	1.0
2A1B ADMIN & CLERICAL (8B) X009	IWLWF GOV/EMPLOYMENT EQUALITY SUBDIV	18.75	1	0.5
2A1D ADMIN & CLERICAL (8D) X011	PPE, BSTP, IWL AND WORKFORCE GOV DIV	37.50	1	1.0
2A1A ADMIN & CLERICAL (8A) X008	BHSCT H&S INEQ/REG INTERPRETING SUBDIV	32.00	1	0.85

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2A1A ADMIN & CLERICAL (8A) X008	MODERNISATION & WORKFORCE PLANNING DEPT	37.50	1	1.0
2A1B ADMIN & CLERICAL (8B) X009	EMP LAW AND MEDICAL HR SUB DIV	37.50	1	1.0
2A1B ADMIN & CLERICAL (8B) X009	PAY & WORKFORCE MODERNISATION SUBDIV	37.50	1	1.0
2A1A ADMIN & CLERICAL (8A) X008	ORGANISATION DEVELOPMENT & L&D -SUB DIV	37.50	1	1.0
2A1B ADMIN & CLERICAL (8B) X009	PAY & WORKFORCE MODERNISATION SUBDIV	37.50	1	1.0

3. Current Band 8 job descriptions and person specifications

Please provide the current job description and person specification for each unique Band 8A, 8B, 8C and 8D HR/OD role/job title identified in the current establishment.

Where more than one person holds the same role title under the same job description/person specification, one copy of the job description/person specification is sufficient. However, please state the number of staff/posts and whole-time equivalent, if held, attached to each role title and job description/person specification.

Where the same role title is used for materially different job descriptions/person specifications, please provide each version separately and state the number of staff/posts and whole-time equivalent, if held, attached to each version.

Response -

HROD Division - Modernisation, People & Organisational Development, Attendance and Occupational Health

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Band	Area	Role / JD title	File name	Posts	WTE
8D	Modernisation, People & Organisational Development, Attendance and Occupational Health	Co-director - HR/OD post	HROD CoDirector Job Description.pdf	1	1.00
8C	N/A	No current Band 8C posts identified	Not applicable	0	0.00
8B	Occupational Health & Staff Care	Occupational Health & Staff Care Band 8B	Band 8B Lead Nurse Manager - Occupational Health Service.pdf	1	1.00
8B	Occupational Health Thrive Team	Clinical Psychologist, Occupational Health Thrive Team	** Job Description not provided	1	0.00
8B	People and Organisational Development	Service Manager for People and Organisational Development	Band 8b Service Manager for People and Organisational Development and Business Partner.pdf	1	1.00
8B	Modernisation & Workforce Planning	HR Service Manager / Business Partner	Band 8b - Moderisation & Workforce Planning.pdf	2	2.00
8B	Organisational Development & Change Management	Organisational Development and Change Manager	Organisational Development and Change Manager 8B .pdf	1	1.00
8A	Occupational Health Nursing Team	Occupational Health Nurse Manager	Band 8a Nurse Manager .pdf	1	1.00
8A	Occupational Health OT Team	Occupational Therapy Lead / Advanced Practitioner, Occupational Health	Band 8a Lead OT in Occuapational Health.pdf	1	1.00
8A	ASM Mod WFP and Attend Mgt	HR Assistant Service Manager, Modernisation, Workforce Planning and Attendance Management	ASM Mod WFP and Attend Mgt Band 8a.pdf	1	1.00
8A	Occupational Health Physio Dept	Principal Physiotherapist, Occupational Health	Band 8a - Principal Physiotherapist OH.pdf	1	1.00

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8A	People & Organisational Development	Assistant Service Manager, People and Organisational Development	Band 8a ASM POD May 23.doc	1	1.00
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HROD Division – Employee Relations, Governance and Whistleblowing

Band	Area	Role / JD title	File name	Posts	WTE
8D	Employment Relations, Governance and Whistleblowing	Co-director - Band 8D HR/OD posts	HROD CoDirector – Employee Relations	1	1.00
8B	Employment Law	Head of Service & Business Partner	Head of Service & Business Partner 8B.pdf	1	1.00
8B	Safety, Quality & Governance	Safety Quality & Governance Band 8B post	Head of Service & Business Partner 8B.pdf	1	1.00
8B	Whistleblowing	Whistleblowing Manager	Band 8a Whistleblowing Manager.pdf	1	1.00
8A	Employee Relations & Industrial Relations	HR Assistant Service Manager, Employee & Industrial Relations	Band 8a - HR Assistant Service Manager Employee & Industrial Relations.pdf	1	1.00

HROD Division – People Services

Band	Area	Role / JD title	File name	Posts	WTE
8D	People Services	Co-director - HR/OD	Co-Director People Services.pdf	1	1.00
8B	Resourcing and inclusion: Recruitment, attraction, Equality,	HROD Service Manager & HR Business Partner	B8 Resourcing.pdf	1	1.00

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	IWL and OM + HR Business Partner				
8B	Pay & Workforce Information + HR Business Partner	HROD Service Manager & HR Business Partner	Head of Service & Business Partner 8B.pdf	1	1.00
8A	Resourcing & OM/SA	Assistant Service Manager, Resourcing & OM/SA	Band 8a ASM Resourcing Jun 23.doc	1	1.00
8A	Pay & Workforce Information Services	Assistant Service Manager, Pay and Workforce Information Services	Band 8a - Assistant_Service_Manager_Pay_and_Workforce_Information_Services.pdf	1	1.00
8A	People Services	Equip HR Readiness and Change Lead	Band 8a - equip HR Readiness and Change Lead.pdf	1	1.00
8A	International Staffing, E&D, Improving Working Lives	Senior Manager Human Resources, International Staffing, E&D, Improving Working Lives, Summer Scheme.	Band 8a - Senior Manager HR Workforce Equality & Governance, Attendance Management and Improving Working Lives.pdf	1	1.00

Where a job description/person specification has been marked ** not provided, the Trust has been unable to identify or retrieve the document within the statutory cost limit. Any further searches required to locate these records would necessitate extensive manual review of archived and local records and would exceed the 18-hour limit set out under Section 12 of the Freedom of Information Act 2000.

4. Current Band 7 HR/OD establishment

Please provide the most recent available establishment snapshot for all Band 7 posts within the overall HR/OD function.

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Please provide:

- a. number of posts by headcount;**
- b. number of posts by whole-time equivalent, if held;**
- c. role/job title;**
- d. department/team/function;**
- e. whether the role is permanent, temporary, acting-up, seconded, or fixed-term, if held.**

Response

HROD Division - Modernisation, People & Organisational Development, Attendance and Occupational Health					
Title	Work Contract	WTE	Headcount	Band	Organisational Unit
Human Resources Manager – Attendance Management	Permanent	1.00	1	Band 7	MANAGING ATTENDANCE TEAM
Human Resources Manager – Attendance Management	Permanent	1.00	1	Band 7	MANAGING ATTENDANCE TEAM
Human Resources Manager – Modernisation & Workforce Planning	Permanent	1.00	1	Band 7	MODERNISATION & WORKFORCE PLAN TEAM 2
Learning & Development VLT- Training Manager	Permanent	0.89	1	Band 7	LEARNING & DEVELOPMENT VLT
Organisational Development Manager	Permanent	0.69	1	Band 7	Organisational Development
Digital Learning & Improvement Lead	Permanent	1.00	1	Band 7	POD DIGITAL TEAM
Advanced Practitioner Physiotherapist Level 1 Occupational Health	Permanent	0.60	1	Band 7	OCCUPATIONAL HEALTH

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Senior Specialist Occupational Health Nurse	Permanent	0.60	1	Band 7	OCCUPATIONAL HEALTH
Senior Specialist Occupational Health Nurse	Permanent	0.60	1	Band 7	OCCUPATIONAL HEALTH
Senior Specialist Occupational Health Nurse	Permanent	0.76	1	Band 7	OCCUPATIONAL HEALTH
Senior Specialist Occupational Health Nurse	Permanent	0.91	1	Band 7	OCCUPATIONAL HEALTH
Senior Specialist Occupational Health Nurse	Permanent	1.00	1	Band 7	OCCUPATIONAL HEALTH
Senior Specialist Occupational Health Nurse	Permanent	1.00	1	Band 7	OCCUPATIONAL HEALTH
Advanced Occupational Therapist	Permanent	1.00	1	Band 7	OCCUPATIONAL HEALTH
Advanced Practitioner Physiotherapist Level 1 Occupational Health	Permanent	1.00	1	Band 7	OCCUPATIONAL HEALTH
Lead Ergonomics Advisor Community	Permanent	1.00	1	Band 7	ACUTE ERGONOMICS DEPT
Trust Advisor/Trainer in Management of Aggression	Permanent	1.00	1	Band 7	MANAGEMENT OF AGRESSION DEPT
Trust Advisor/Trainer in Management of Aggression	Permanent	1.00	1	Band 7	MANAGEMENT OF AGRESSION DEPT
Lead Ergonomics Advisor Community	Permanent	1.00	1	Band 7	PHYSIO ERGONOMICS

HROD Division – Employee Relations, Governance and Whistleblowing					
Title	Work Contract	WTE	Headcount	Band	Organisational Unit
Employee Relations Manager and Case Lead	Permanent	1.00	1	Band 7	Employee Relations
Employee Relations Manager and Case Lead	Permanent	1.00	1	Band 7	Employee Relations
Employee Relations Manager and Case Lead	Temporary	1.00	1	Band 7	Employee Relations
HR Manage, Employee Relations Medical	Permanent	1.00	1	Band 7	Medical Employee Relations

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HR Manage, Employee Relations Medical	Temporary	1.00	1	Band 7	Medical Employee Relations
Business Manager, HR&OD	Permanent	1.00	1	Band 7	Governance
HR Support Team Manager, MAH	Permanent	1.00	1	Band 7	Muckamore HR Support Team
Raising Concerns /Speaking up Manager	Temporary	1.00	1	Band 7	Whistleblowing

HROD Division – People Services					
Title	Work Contract	WTE	Headcount	Band	Organisational Unit
HR Manager: Medical HR, Pay Modernisation and HRIS	Permanent	1.00	1	Band 7	MEDICAL HR, WI & HRIS
HR & Payroll Specialist	Permanent	1.00	1	Band 7	PAY & WORKFORCE INFORMATION SERVICES
HR / Finance / Governance Staff Payment Delivery Manager	Permanent	0.60	1	Band 7	PAY & WORKFORCE INFORMATION SERVICES / HRIS
HR Manager, Resourcing	Permanent	1.00	1	Band 7	RECRUITMENT & SELECTION
HR Manager, International Recruitment Project Lead	Temporary	1.00	1	Band 7	International Staffing
HR Manager, Employment Equality	Permanent	1.00	1	Band 7	EMPLOYMENT EQUALITY

5. Current Band 7 job descriptions and person specifications

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Please provide the current job description and person specification for each unique Band 7 HR/OD role/job title identified above.

Where more than one person holds the same role title under the same job description/person specification, one copy of the job description/person specification is sufficient. However, please state the number of staff/posts and whole-time equivalent, if held, attached to each role title and job description/person specification.

Where the same role title is used for materially different job descriptions/person specifications, please provide each version separately and state the number of staff/posts and whole-time equivalent, if held, attached to each version.

Response

Band 7 role	Area	JD/person spec document name	No of posts	WTE	Function/team(s)
Senior Specialist Occupational Health Nurse	OH	Band 7 Nurse OH.pdf	6	4.47	Occupational Health Nursing Teams 1–4
Advanced Practitioner Physiotherapist, Level 1, Occupational Health	OH	Band 7 Adv Practitioner Occupational Health Physiotherapist.pdf	2	1.60	Occupational Health Physio Dept
Advanced Occupational Therapist	OH	Band 7 Occupational Therapist in OH.pdf	1	1.00	Occupational Health OT Team
Lead Ergonomics Advisor Community	OH	B7 Community Ergonomics advisor.pdf	2	2.00	Acute Ergonomics; Physio Ergonomics
Trust Advisor/Trainer in Management of Aggression	MOA	Band 7_Trust Advisor-Trainer in Management of Aggression.pdf	2	2.00	Management of Aggression Dept

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Organisational Development Manager	POD	Band 7_Organisational Development Manager Aug 2025 (2).pdf	1	0.69	OD
Digital Learning & Improvement Lead	POD	Band 7_Digital Learning and Improvement Lead.pdf	1	1.00	POD Digital Team
Learning & Development VLT	POD	Band 7_Learning Development Manager.pdf	1	0.89	Learning & Development VLT
Human Resources Manager – Attendance Management	Att Mgmt	2026_07_15_mod wfp jd spec final Bd 7.pdf 2026_07_15_Band 7 JD and spec Mod WFP MOA.pdf 2026_07_15_Band 7 JD and spec MOA.pdf	2	2.00	Modernisation, Workforce Planning & Attendance Management

Band 7 role	Area	JD/person spec document name	No of posts	WTE	Function/team(s)
Employee Relations Manager and Case Lead	ER	Band 7 - ER Manager and Case Lead	3	3.00	Employee Relations, Medical ER, Trade Union Side, Muckamore HR Support, Employment Law, Managing Attendance
HR Manager – Employee relations (Medical & Dental)	Med ER	Band 7 - ER Medical.pdf	2	2.00	Employee Relations, Medical ER, Trade Union Side, Muckamore HR Support, Employment Law, Managing Attendance
HR Support Team Manager, for Muckamore	MAH	HR - Team Manager - MAH Investigation Team Band 7.pdf	1	1.00	Employee Relations, Medical ER, Trade Union Side, Muckamore HR Support, Employment Law, Managing Attendance

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Abbey Hospital (MAH) Investigation					
Business Manager, HR&OD	SQIG	Band 7 - Business Manager HROD.pdf	1	1.00	Modernisation & Workforce Plan Team 2
Raising Concerns/Speaking up Manager	Whistleblowing	2025_09_17_band 7_raising_concerns_F_AM.pdf	1	1.00	Whistleblowing

Band 7 role	Area	JD/person spec document name	No of posts	WTE	Function/team(s)
HR Manager: Medical HR, Pay Modernisation, OM, S&A and HRIS	PWFI	Band 7 PWFI Oct 2024 JD.pdf	1	1.00	Medical HR, OM/S&A, WI & HRIS
HR & Payroll Specialist	PWFI	Band 7 - HR_PAYROLL_SPECIALIST_JD_SPEC Temp cover Aug 2024 CW MS edits.pdf	1	1.00	Pay & Conditions; Pay & Conditions / OM, S&A, WI, HRIS
HR Manager, Resourcing	R&S	Human-Resources-Manager-Resourcing-Band-7-Jan25.pdf	1	1.00	Recruitment & Selection
HR Manager International Recruitment Project	International Staffing	Human-Resources-Manager-Resourcing-Band-7-Jan25.pdf	1	1.00	International Staffing
HR Manager, Employment Equality	Equality & Inclusion	Band 7 HR Manager Employment Equality JD.pdf	1	1.00	Employment Equality & Inclusion

6. Organisational structure

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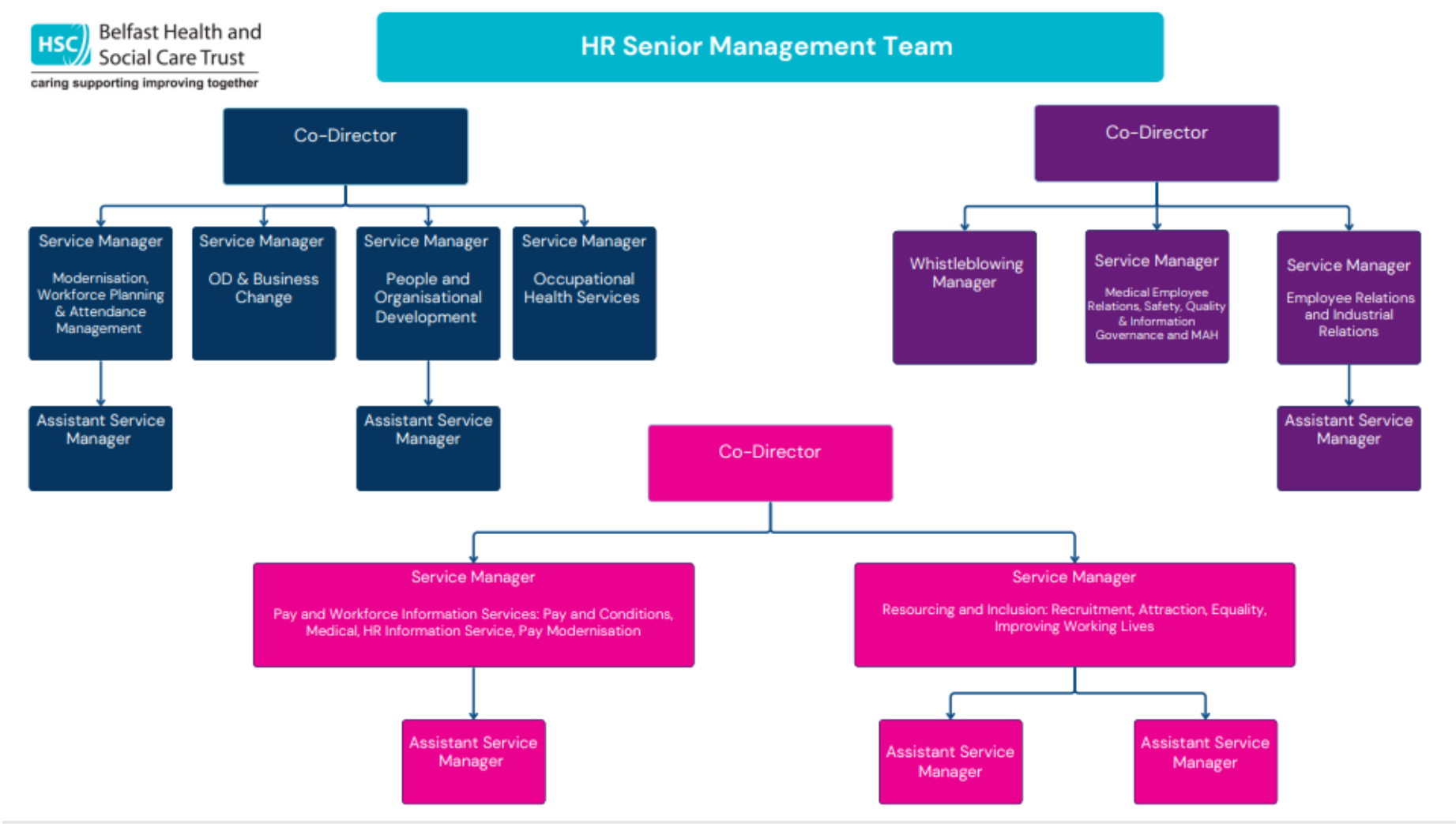
Please provide any current organisational chart, structure chart or establishment chart showing Band 7 and Band 8A–8D posts within the HR/OD function, with names redacted if necessary.

Response -

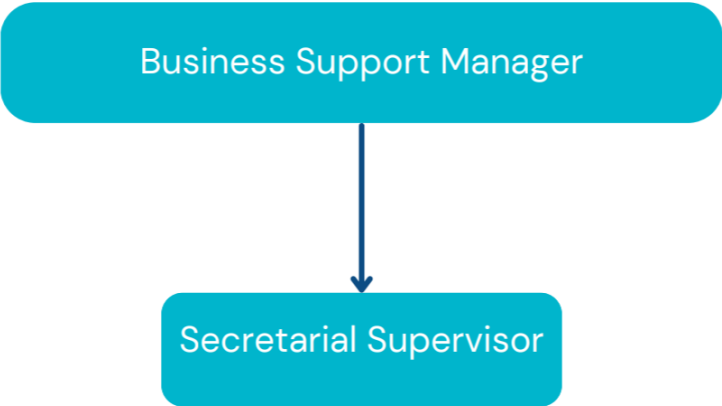
All reporting arrangements are contained within job descriptions.

The organisational charts provided below outline the current HR/OD Directorate structure Band 7-8 level only within each Division.

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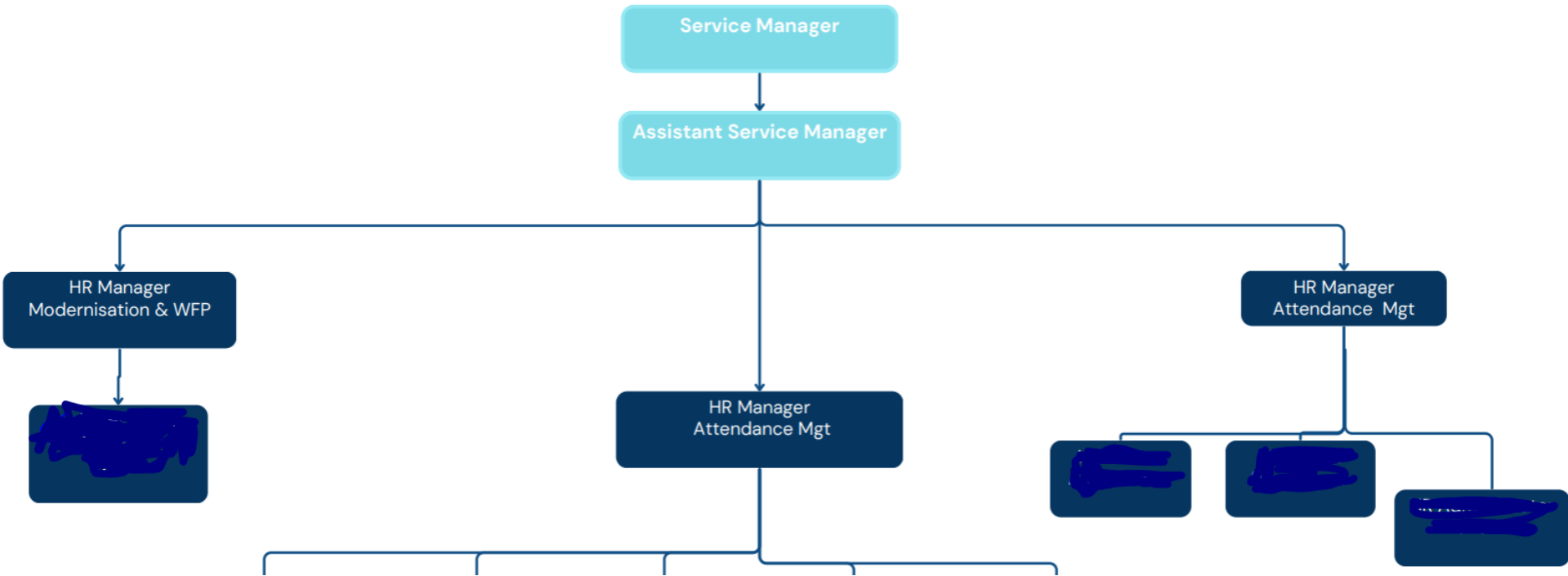
27 July 2026



27 July 2026



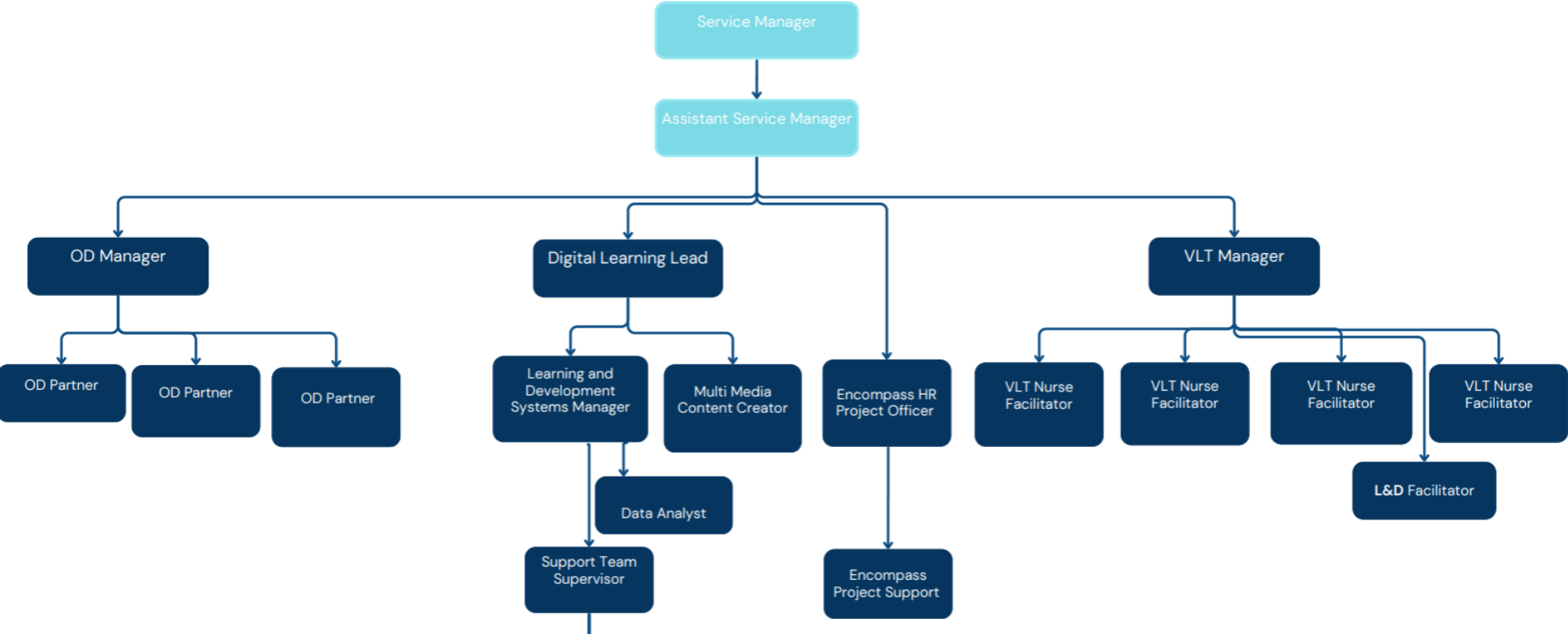
Modernisation, Workforce Planning & Attendance Management



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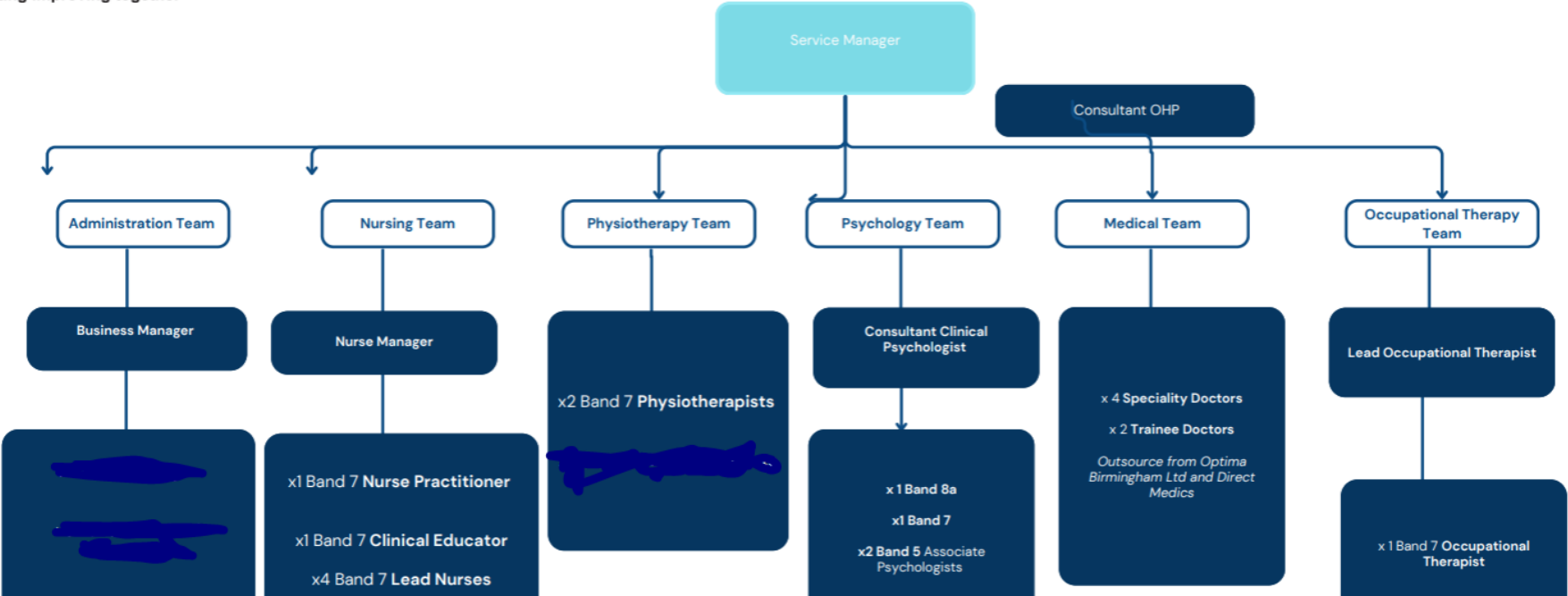


People & Organisational Development



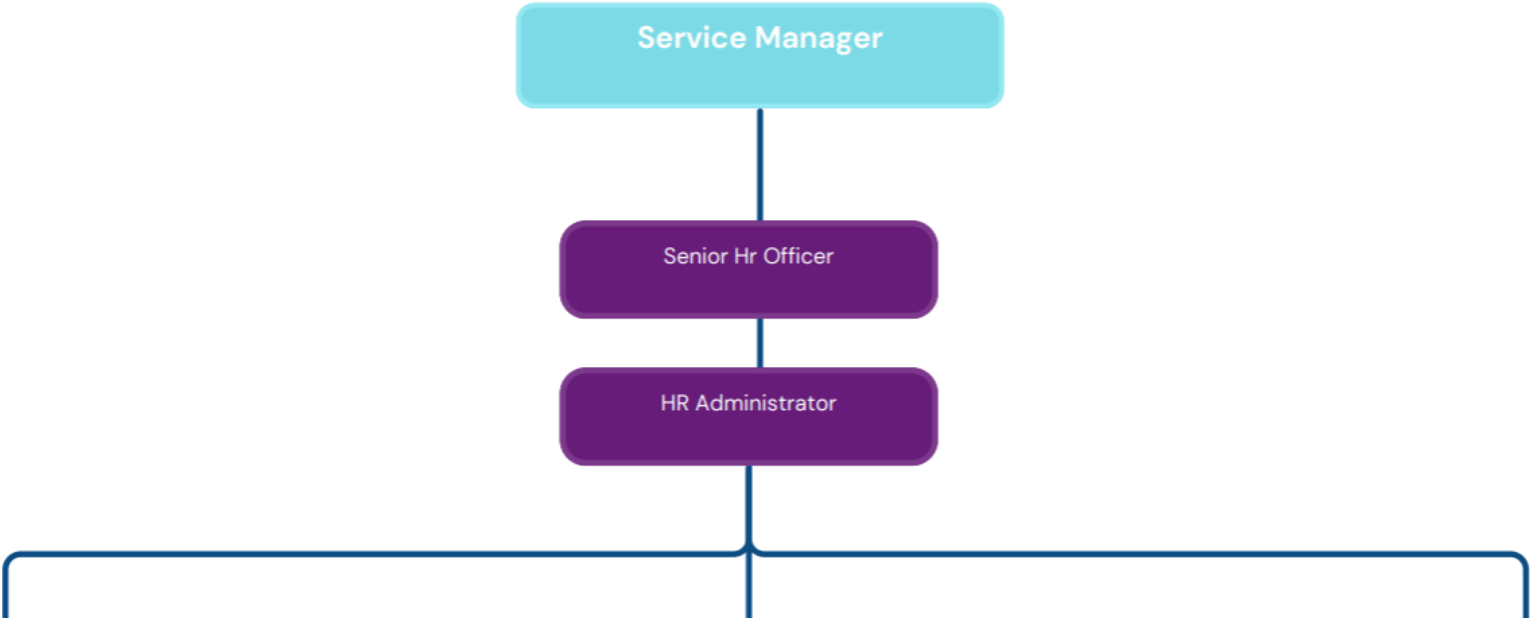
27 July 2026

Occupational Health Service

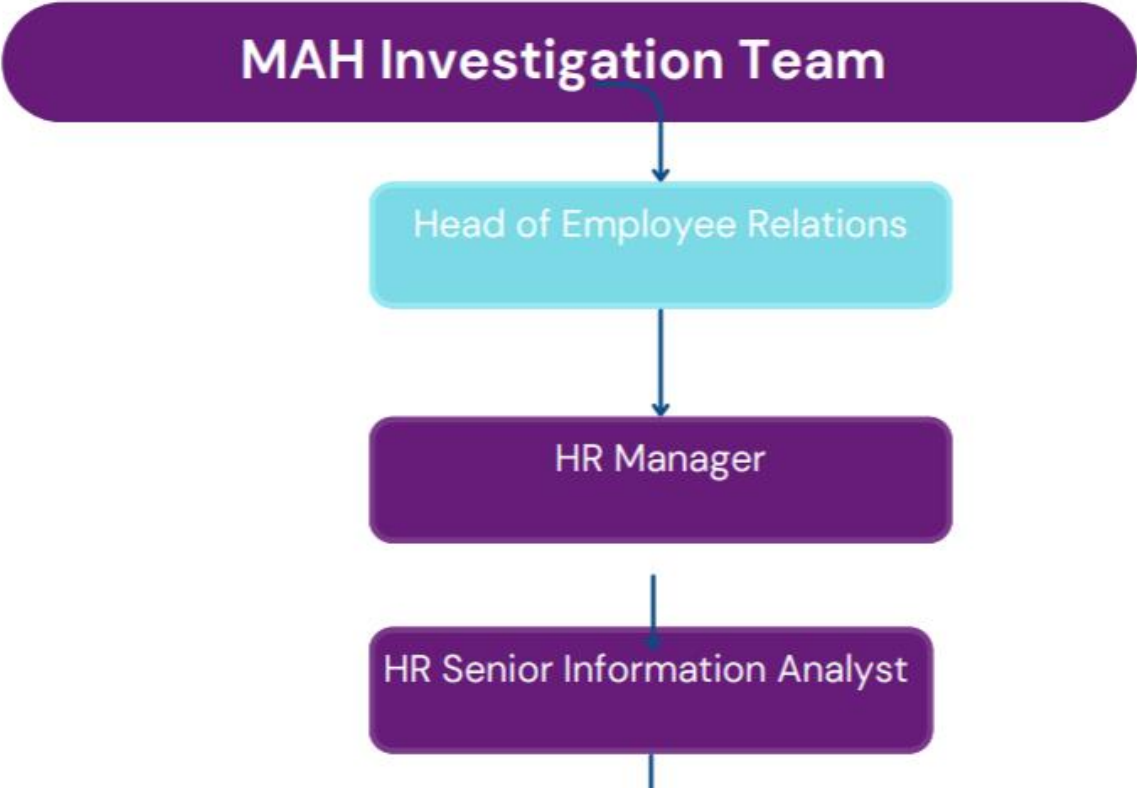


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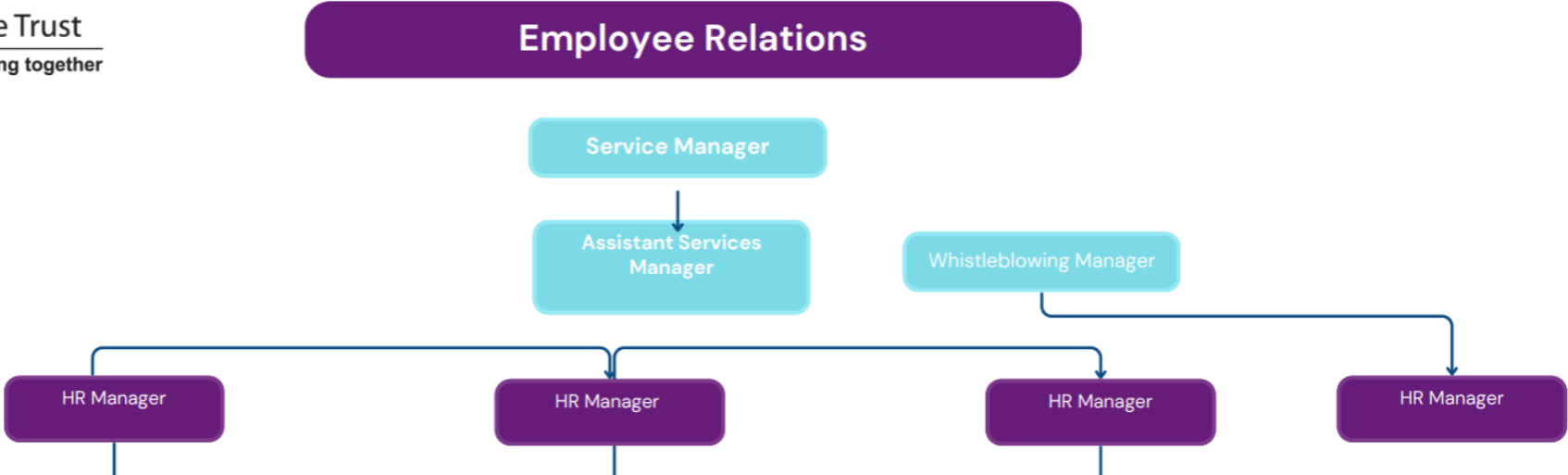
Safety, Quality and Information Governance



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Medical HR Team

Pay Modernisation Team

Pay Modernisation Team

Service Manager

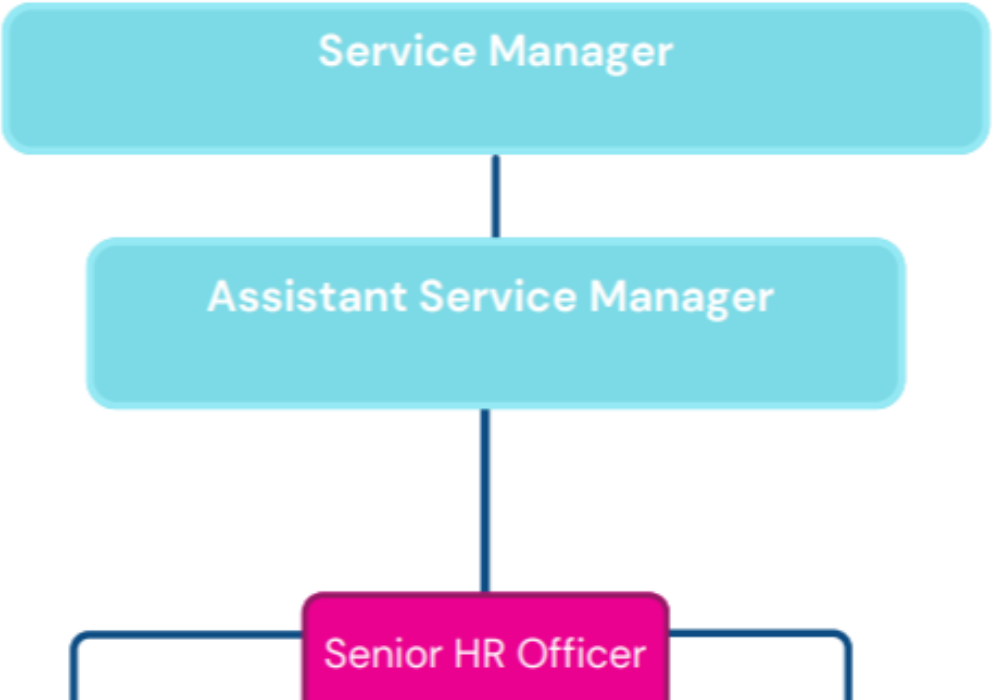
Assistant Services Manager (Acting)

HR Manager



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OM and S&A Team



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HR Information Team (HRIS)

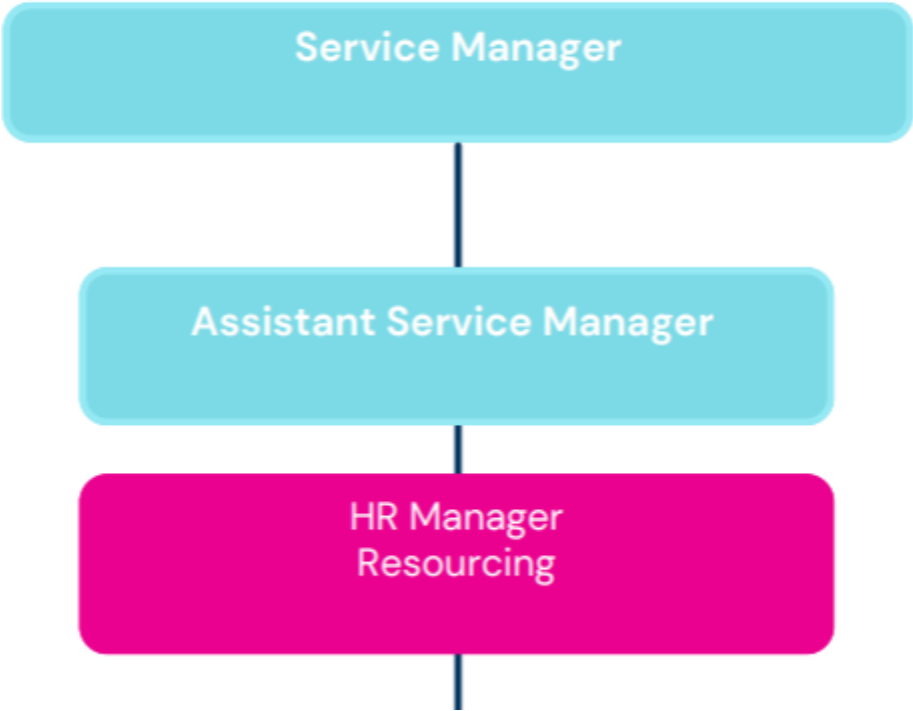
Service Manager

Assistant Services Manager

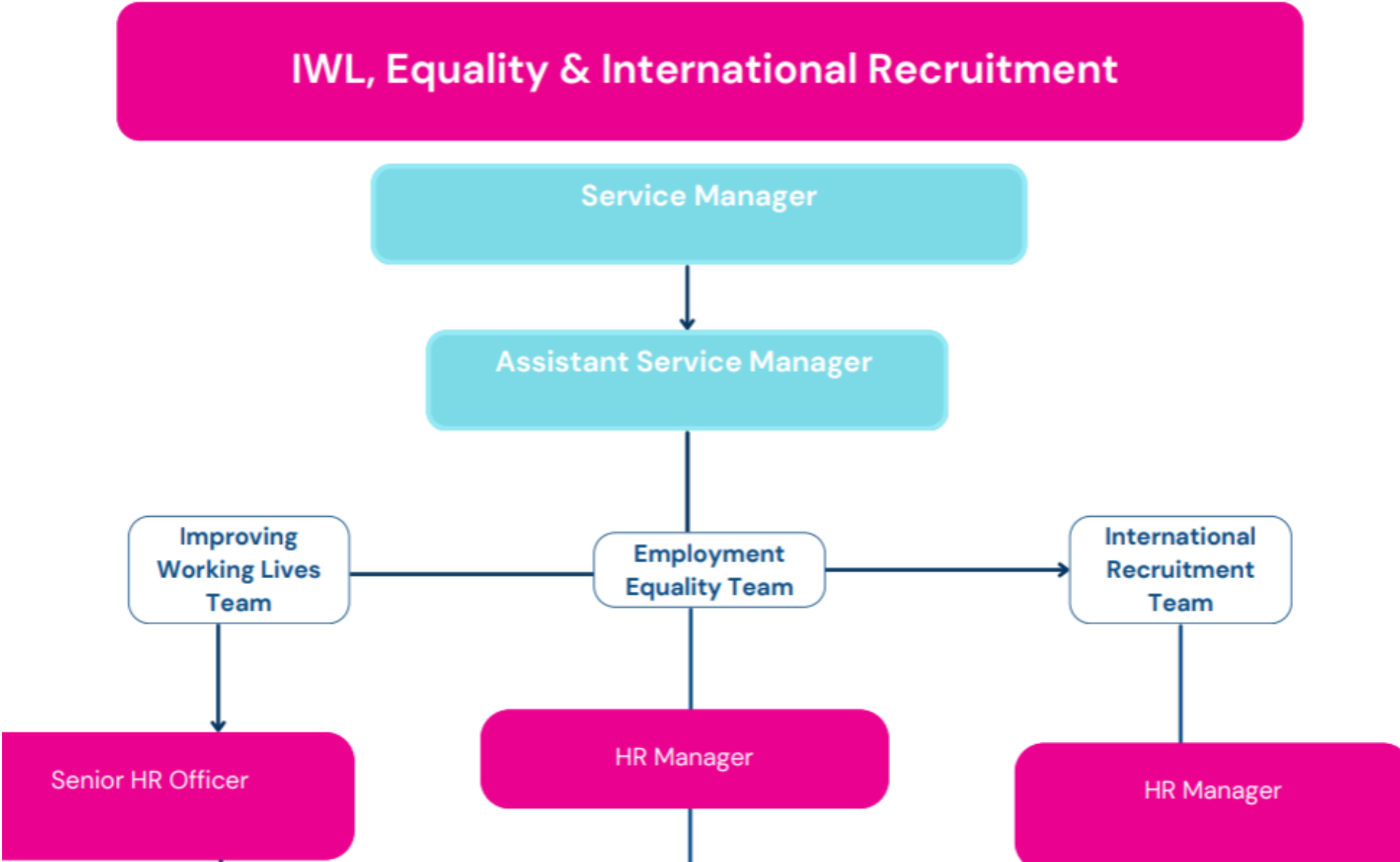
HR Manager

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Resourcing



27 July 2026



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Please note:

Where the above organisational charts have additional reporting lines below Band 7 level, these fall outside the scope of the request. These have therefore not been included within the charts provided.

Where there are redacted sections these relate to areas of the organisational structure that fall outside the scope of the request and therefore have not been included within the disclosure.

7. Preferred format

Where possible, please provide the establishment information in spreadsheet or table format, with the job descriptions/person specifications supplied electronically.

Response – N/A

8. Cost-limit assistance

Response

The information provided represents the extent of the information that can be supplied within the appropriate cost limit prescribed by Section 12 of the Freedom of Information Act 2000. The Trust's searches have now reached the 18-hour statutory threshold, and any further work required to identify, locate, retrieve or extract additional information would exceed that limit. Accordingly, the Trust is unable to undertake any further searches in respect of this request. The limit has been specified as £450 and represents the estimated cost of one or more persons spending 18 hours in determining whether we hold the information, locating, retrieving and extracting this information.