

Procurement, Commissioning & Facilities
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Date: 16 May 2022
Our ref: K: FOI/Ref: 2022-000090
Direct Line: 0131 275 6807
Email: nss.pcf-foi@nhs.scot

Dear [REDACTED]

Freedom of Information Reference: FOI-2022-000090 – Types of training and providers

I refer to your freedom of information request that we received on 14 April 2022 requesting the following information.

1. For the Financial year 2021/22 please confirm whether your organisation purchased any training from the below Training Providers together with the value of the training purchased.

**Elite Training & Consultancy
Global Knowledge
Indicia Training
QA Ltd
The Knowledge Academy**

2. Which of the below training areas did you purchase and what was the value purchased for each area?

**Agile & Scrum
Business Analysis
Data Analytics
Enterprise Architecture
Cyber Security
IT Service Management
Lean/Lean Six Sigma
Project & Programme Management
Software Testing
Technical IT Training**

3. If you did purchased training in any of the areas listed in question 2, but not via Elite Training & Consultancy/Global Knowledge/Indicia Training/QA Ltd or The Knowledge Academy which training provider did you purchase from and what was the total value of the training purchased? Please also confirm the training area purchased together with a breakdown of spend in each area.



Headquarters

Gyle Square, 1 South Gyle Crescent, EDINBURGH EH12 9EB

Chairperson Keith Redpath
Chief Executive Mary Morgan

4. Did your organisation purchase any digital learning subscription licences in Financial Year 2021/22 from any of the below digital learning platforms? If the answer is yes how many licences did you purchase and what was the total value of the purchase?

**A Cloud Guru
CBT Nuggets
Cloud Academy
LinkedIn Learning
Plural Sight**

5. What are your organisations procurement rules around purchasing training and how do these change when certain value thresholds are reached, see examples below.

**under £5,000 - 1 quote,
over £5,000 but under £10,000 - 3 quotes required
over £10,000 – 5 quotes via an open procurement exercise
over £20,000 – full tender exercise**

6. Does your organisation use any of the below public sector procurement frameworks to procure training and if so which one/s? Please also confirm the value of training purchased from each framework in relation to the training areas listed in question 2.

**Crown Commercial Service Dynamic Purchasing Service (DPS)
G Cloud 12
ESPO
Scottish Government Project Management Framework**

7. If you use an alternative procurement framework to procure training in the training areas listed in question 2 which framework do you use?

8. Do you have a competency framework in place? If yes, which department manages this. If no, is there a central training function, if yes, where does this report to?

9. Is the expectation that budget will be made available for training, if yes what value?

I can advise you that we have now completed the search of our records and can provide you with the following information:

1. For the Financial year 2021/22 please confirm whether your organisation purchased any training from the below Training Providers together with the value of the training purchased.

Please see the table below for Training purchases made in FY21/22 (vat inclusive)

Elite Training & Consultancy	£150,345
Global Knowledge	£0
Indicia Training	£0
QA Ltd	£88,006
The Knowledge Academy	£556 (online course Better Business case)

National Services Scotland (NSS) did not purchase any training from Global Knowledge or Indicia. Under Section 17 of the Freedom of Information Scotland Act an organisation does not require to provide information if it does not hold that information.

2. Which of the below training areas did you purchase and what was the value purchased for each area?

Please see the table below for value purchased (vat exclusive)

Training	Value
Agile & Scrum	Elite £1272
Business Analysis	£0
Data Analytics	£0
Enterprise Architecture	£0
Cyber Security	£0
IT Service Management	£0
Lean/Lean Six Sigma	£0
Project & Programme Management	Elite £150,000 QA Prince 2 £5021
Software Testing	£0
Technical IT Training	QA Skills Licence £51,828 QA various courses £21,597 Elite £9950

There were no purchases for training in Business Analysis, Data Analytics, Enterprise Architecture, Cyber Security, IT Service Management, Lean/Lean Six Sigma and Software Testing. Under Section 17 of the Freedom of Information Scotland Act an organisation does not require to provide information if it does not hold that information.

3. If you did purchased training in any of the areas listed in question 2, but not via Elite Training & Consultancy/Global Knowledge/Indicia Training/QA Ltd or The Knowledge Academy which training provider did you purchase from and what was the total value of the training purchased? Please also confirm the training area purchased together with a breakdown of spend in each area.

Technical IT training was purchased from providers not listed in question 1. Please see the below table for Total value of training purchased and a breakdown of spend (vat exclusive). Under Section 17 of the Freedom of Information Scotland Act an organisation does not require to provide information if it does not hold that information.

Training	Value
Agile & Scrum	£0
Business Analysis	£0
Data Analytics	£0
Enterprise Architecture	£0
Cyber Security	£0
IT Service Management	£0
Lean/Lean Six Sigma	£0
Project & Programme Management	£0
Software Testing	£0
Technical IT Training	Service Now: learning credits £14,440 User Vision: Accessibility training document and content accessibility £8415 Thom Micro Systems Ltd: CAD training 6 delegates £1770 The Publishing training Centre:

	<p>Content strategy for the web/writing for the web £620</p> <p>Pixel Takeaway Ltd: Design fundamentals £1791</p> <p>Jobtrain: Yellowfin training £900</p> <p>C Baird Consultancy: Mindmapping software and texthelp training £825</p> <p>BSI Management Systems: Certified Training in Software as a Medical Device (MDR Compliance £24,528)</p>
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4. Did your organisation purchase any digital learning subscription licences in Financial Year 2021/22 from any of the below digital learning platforms? If the answer is yes how many licences did you purchase and what was the total value of the purchase?

A Cloud Guru

Answer: No

CBT Nuggets

Answer: No

Cloud Academy

Answer: No

LinkedIn Learning

Answer: No

Plural Sight

Answer: Yes £ 20,707 (60 x 1-year subscriptions)

5. What are your organisations procurement rules around purchasing training and how do these change when certain value thresholds are reached, see examples below.

under £5,000 - 1 quote,

over £5,000 but under £10,000 - 3 quotes required

over £10,000 – 5 quotes via an open procurement exercise

over £20,000 – full tender exercise

Please see the below table that highlights the purchasing process and thresholds. The below table has been taken from our Standing Financial Instructions (SFIs)

Thresholds	Purchasing Process
Contract value < £10,000	Achievement of value for money should be demonstrated. Where possible, this will be through receipt of three competitive quotations from reputable suppliers.
Contract value > £10,000 and < £50,000 (except public works) Public Works <£2m	A minimum of three competitive written quotations to be received from reputable suppliers using the Quick Quote process on Public Contracts Scotland
Contract value £50,000 or more over its lifetime (4 years maximum) (except public works) Public Works £2m or greater	Regulated procurement and tendering process undertaken via Public Contracts Scotland Tender platform.
Contract with an estimated value equal to or greater than the published FTS threshold	A full Find a Tender Service tendering process undertaken in line with the requirements of the Public Contracts (Scotland) Regulations 2015.

6. Does your organisation use any of the below public sector procurement frameworks to procure training and if so which one/s? Please also confirm the value of training purchased from each framework in relation to the training areas listed in question 2.

Crown Commercial Service Dynamic Purchasing Service (DPS)

Answer: No

G Cloud 12

Answer: yes £50,000 to QA Ltd

ESPO

Answer No

Scottish Government Project Management Framework

Answer: Yes, via Elite Training and Consultancy (Scotland) Ltd, costs as per answer to question 2.

7. If you use an alternative procurement framework to procure training in the training areas listed in question 2 which framework do you use?

We have a multi lot Skilled Practitioners Dynamic Purchasing System which we periodically issue invitations to tender through. There may on occasion be elements of training included. Please see the below link to Public Contract Scotland website to view the notice for Skilled Practitioners DPS.

https://www.publiccontractsscotland.gov.uk/search/show/search_view.aspx?ID=MAR277362

8. Do you have a competency framework in place? If yes, which department manages this. If no, is there a central training function, if yes, where does this report to?

We use the Knowledge and Skills Framework (KSF) which is the standard across NHSScotland

[Knowledge & Skills Framework \(KSF\) | MSG \(scot.nhs.uk\)](#)

9. Is the expectation that budget will be made available for training, if yes what value?

The budget for training for 2021/22 was £656,450. Budgets for 2022/23 are still being finalised. Under Section 17 of the Freedom of Information Scotland Act an organisation does not require to provide information if it does not hold that information.

I trust you will find the information of assistance and if you require any further information please do not hesitate to contact me.

If you are unhappy with any aspect of how we have dealt with your request, you can make representations to us asking us to review the handling of your request. Please write to the

Head of Information and Cyber Security
Digital and Security
NHS National Services Scotland
Headquarters
Gyle Square
1 South Gyle Crescent
Edinburgh
EH12 9EB

or at the email address nss.foi@nhs.scot within 40 working days of the date of this correspondence.

If after a review you are still unhappy, you also have the right to apply to the Scottish Information Commissioner, who can be contacted at Kinburn Castle, St Andrews, Fife, KY16 9DS, or via their online application form.

If you have any queries about this letter, please contact me at the above address.

Yours sincerely

