

FOI DOF/2024-0098

Request

1. For the Financial years 2021/22, 2022/23 and 2023/24 please confirm whether your organisation purchased training in any of the below areas. Please provide a breakdown of the value purchased for each area, the number of people who received that training?
 - Agile & Scrum
 - Business Analysis
 - Data Analytics
 - Enterprise Architecture
 - Lean/Lean Six Sigma
 - Project & Programme Management
 - Technical IT Training
2. Specifically focusing on Technical IT Training for the same 3 year period please confirm how much of this training, if any, was in Microsoft products and provide a breakdown in terms of the value purchased, the cost per training and the number of people receiving training in each of the below products?
 - Microsoft Word
 - Microsoft Excel
 - Microsoft PowerPoint
 - Microsoft Power BI
 - Microsoft Teams
 - Other Microsoft product
3. What are your organisation's 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
4. 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?
5. Is the expectation that budget will be made available for training 2024/25, if yes what value?

Response

1. For the Financial years 2021/22, 2022/23 and 2023/24 please confirm whether your organisation purchased training in any of the below areas. Please provide a breakdown of the value purchased for each area, the number of people who received that training?

- Agile & Scrum
- Business Analysis
- Data Analytics
- Enterprise Architecture
- Lean/Lean Six Sigma
- Project & Programme Management
- Technical IT Training

Answer

Please see tables below:-

Training Cost (£)			
Training Area	2021-22	2022-23	2023-24
Agile & Scrum	11,519.50	0.00	0.00
Business Analysis	0.00	0.00	0.00
Data Analytics	19,825.00	2,241.00	18,000.00
Enterprise Architecture	0.00	0.00	0.00
Lean/Lean Six Sigma	3,122.99	0.00	0.00
Project & Programme Management	92,042.75	148,072.00	108,895.50
Technical IT Training (includes cost of the LinkedIn Learning online training platform. Numbers for staff who received training not included as this is a training resource utilised by ICT staff for a range of reasons at their own convenience).	182,564.46	131,638.82	126,346.62
Total	309,074.70	281,951.82	253,242.12

Training Participants			
Training Area	2021-22	2022-23	2023-24
Agile & Scrum	17	0	0
Business Analysis	0	0	0
Data Analytics	141	9	98
Enterprise Architecture	0	0	0
Lean/Lean Six Sigma	9	0	0
Project & Programme Management	115	526	232

Technical IT Training (as per above number of staff not included for LinKedln Learning).	739	767	399
Total	1021	1302	729

2. Specifically focusing on Technical IT Training for the same 3 year period please confirm how much of this training, if any, was in Microsoft products and provide a breakdown in terms of the value purchased, the cost per training and the number of people receiving training in each of the below products?

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- Microsoft Power BI
- Microsoft Teams
- Other Microsoft product

Answer

Please see tables below:-

Training Cost (£)			
Training Area	2021-22	2022-23	2023-24
MS Word	440.00	110.00	0.00
MS Excel	1,650.00	1,755.00	350.00
MS PowerPoint (cost included in Products Licence)	0.00	0.00	0.00
MS Power BI	9,260.00	1,704.00	0.00
MS Teams	0.00	0.00	0.00
Other MS Product	8,885.00	195.00	0.00
MS Products Licence (covers a range of Microsoft products).	3,600.00	3,500.00	3,500.00
Total	23,835.00	7,264.00	3,850.00

Training Participants			
Training Area	2021-22	2022-23	2023-24
MS Word	106	147	64
MS Excel	295	422	185
MS PowerPoint	59	55	46
MS Power BI	72	5	0
MS Teams	0	0	0
Other MS Product	36	5	8
Total	568	634	303

3. What are your organisation's 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

Answer

This information is contained in Procurement Policy Note (PPN) 04/21 – Procurement Control Limits. The document is considered to be exempt from release under Section 21 of the Freedom of Information Act (2000). Section 21 states that a Public Authority can refuse to answer a request for information if it is “reasonably accessible to the applicant by other means”. The Procurement Policy Note can be accessed at:- <https://www.finance-ni.gov.uk/publications/ppn-0421-procurement-control-limits>

4. 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?

Answer

The competency framework is owned by the Department of Finance (DoF), HR Policy branch. It applies to recruitment for all NICS departments. This document is considered to be exempt from release under Section 21 of the Freedom of Information Act (2000). Section 21 states that a Public Authority can refuse to answer a request for information if it is “reasonably accessible to the applicant by other means”. The NICS Competency Framework can be accessed at:- <https://irecruit-ext.hrconnect.nigov.net/resources/documents/n/i/c/nics-competency-framework---accessible-pdf.pdf>

5. Is the expectation that budget will be made available for training 2024/25, if yes what value?

Answer

£86,920 for 2024/25. Please note that some parts of DoF have yet to set a budget.