



**Head of Development and  
Corporate Services**  
Patient and Client Council  
5<sup>th</sup> Floor, 14-16 Great Victoria Street  
Belfast  
BT2 7BA

**22<sup>nd</sup> August 2022**

**BY EMAIL**

[REDACTED]

**Ref: FOI 1767**

Dear Mr [REDACTED]

I am writing to you in response to your Freedom of Information request received by the Patient Client Council (PCC) on 26<sup>th</sup> July 2022 which you requested information relating to Courses and Training Budgets.

**1. What is your total annual budget (£ GBP) for project, programme, and portfolio management training courses (22/23)? Course examples include, but are not limited to: PRINCE2, Agile PM, MSP, ITIL, PRINCE2 Agile, APM PFQ or PMQ, PMP etc.**

PCC does not have a training budget for project, programme and portfolio management training. PCC does have training budgets allocated for 2022/23 however, these will be based on training needs analysis for the organisation as a whole and not necessarily set for project, programme and portfolio management training courses.

**2. What was your total expenditure per year, broken down by course name and course delivery type (e.g. e-learning (self-paced) or classroom) for project, programme and portfolio management training courses in 18/19, 19/20, 20/21, 21/22? e.g.**

I can confirm that from 2018 to date there has been no expenditure on project, programme and portfolio management training courses.

- 3. Which public sector frameworks (or other contracts) do you use for project, programme and portfolio management training courses (if any)?**  
**4. If a contract or framework is in place, when is this due to expire?**

In response to questions 3 and 4, PCC do not use a public sector framework or other contracts to procure project, programme and portfolio management training courses. The Business Services Organisation (BSO) Leadership Centre provides some of this training courses via an internal service level agreement. These can range from management development to IT courses.

- 5. Which external training/course providers for project, programme and portfolio management training courses do you use (provide company name) and what proportion of expenditure did each receive in 18/19, 19/20, 20/21, 21/22 ? e.g.**

PCC is unable to respond to this question as there has been no expenditure on these training courses.

- 6. For project, programme and portfolio management training courses below the value threshold for formal tendering process how is a provider selected? Is there a pre-approved supplier list for teams/individuals to choose from? What is the process to get added to this list?**

Training providers are selected based on the content and cost of their courses to ensure they meet the needs of participants and that it provides value for money.

- 7. Please provide details of the department responsible for choosing and procuring training providers as well as the senior responsible person for decision approval?**

PCC is responsible for procuring their own specific training courses specific to the needs of their staff. The L&D team in BSO are responsible for supporting PCC in developing/procuring corporate courses for all staff to access.

I hope that the information provided assists you. 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, as PCC, along with all other public authorities are not obliged to accept internal review requests after this period has lapsed.

In the event that you require a review to be undertaken, you can do so by writing to The Business Services Organisation (BSO), which provides an Information Governance service on our behalf:

Post: Information Governance Manager,  
2 Franklin Street,  
Belfast,  
BT2 8DQ

Email: [foi.bso@hscni.net](mailto:foi.bso@hscni.net)

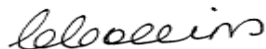
If, following an internal review, carried out by an independent decision making panel, you remain dissatisfied in any way with the handling of the request, you may make a complaint to the Information Commissioner's Office and ask that they investigate whether the PCC has complied with the terms of the Freedom of Information Act

You can contact Information Commissioner at:

**Website:** [www.ico.org.uk](http://www.ico.org.uk)  
**Phone:** 0303 123 1113  
**Email:** [icocasework@ico.org.uk](mailto:icocasework@ico.org.uk)  
**Post:** Information Commissioner's Office  
3rd Floor, 14 Cromac Place  
Belfast  
BT7 2JB

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.

Yours Sincerely,



**Carol Collins**  
Business Support Manager