

Procurement, Commissioning & Facilities
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Date: 27 May 2022
Our ref: K: FOI/Ref: 2022-000111
Direct Line: 0131 275 6807
Email: nss.pcf-foi@nhs.scot

Dear [REDACTED],

Freedom of Information Reference: FOI-2022-000111 – Advice within SHFN03-01

I refer to your freedom of information request that we received on 12 May 2022 requesting the following information.

Dear NSS, Advice in SHFN03-01 indicated The standard that should be applied when recruiting security staff is, BS7858 – 'The Code of Practice for Security Screening of Personnel Employed in a Security Environment', which sets out the vetting process to be followed.

BS7858 indicated SIA licensing vetting checks.

Can you clarify on the back of SHFN03-01 ;

- That hospital security staff should be PVG checked as they will have contact at work with vulnerable adults and children**
- that best practices for security staff working in NHS Scotland is to be SIA Licenced as outlined in BS7858**
- can you confirm security staff must have adequate PPE**

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

National Services Scotland (NSS) Security staff do not work within areas or come into contact with vulnerable adults/children, therefore PVG is deemed not applicable. NSS Security is outsourced and all contractor staff working with NSS hold SIA licences. Where required all Security staff are provided or have access to appropriate PPE.

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. SHFN03-01 – BS7858 'The Code of Practice for Security Screening of Personnel Employed in a Security Environment' Is advice only e.g. not mandatory. We would recommend you contact each individual Health Board regarding their own practices as NHS National Services Scotland does not hold this information.



Headquarters

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

Chairperson Keith Redpath
Chief Executive Mary Morgan

The FOI contact details for each Health Board are as follows:

Ayrshire and Arran - foi@aapct.scot.nhs.uk
Borders – foi.enquiries@borders.scot.nhs.uk
Dumfries and Galloway – foi@dumgal.gov.uk
Fife – fife.foirequestfife@nhs.scot
Forth Valley – fv.freedomofinformation@nhs.scot
Grampian – gram.foi@nhs.scot
Greater Glasgow and Clyde – foi@ggc.scot.nhs.uk
Highland – nhsh.foirequestshighland@nhs.scot
Lanarkshire – foi@lanarkshire.scot.nhs.uk
Lothian – foi@nhslothian.scot.nhs.uk
Orkney – ORK.FOIREquests@nhs.scot
Shetland – shet.foi@nhs.scot
Tayside – tay.informationgovernance@nhs.scot
Western Isles – wi.foi-requests@nhs.scot

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



Alan Davies
Business Support Manager