

TORBAY COUNCIL

Report No: SS/10/04

Title: Department of Health Training and Human Resource Grants for 2004/5

To: Executive on 27th April 2004

1. **Purpose**

- 1.1 To inform the Executive of the summary conditions and purpose of the following grants: Training Support Programme Grant; National Training Strategy Grant; Human Resources Development Strategy Grant 2004/5 and the proposed spending plans.

2. **Relationship to Corporate Priorities**

- 2.1 Creating opportunities for Jobs and Improving how we Work; Building a Caring Community; Learning for life; Developing our Human Resources and Partnership Working.

3. **Recommendation**

- 3.1 That the spending plans detailed in Appendix 1 to this report be approved.

4. **Reason for Recommendation**

- 4.1 To meet statutory and mandatory requirements relating to the spending of the Training Support Programme Grant, the National Training Strategy Grant and Human Resources Development Grant 2004/5. The Plans are in line with Local Authority Circular (2003)24 and Local Authorities Social Services letter (2003)8.

5. **Background**

- 5.1 Local Authorities Social Services letter (2003)8 gives details of the Personal Social Services Funding for 2004/5. It included the allocations for the following three grants:

- (i) Training Support Programme (TSP) Grant; National Training Strategy (NTS) Grant; Human Resources Development Strategy (HRDS) Grant.
- (ii) Major changes to the grants have been made this year. Ring-fencing has been removed from all three grants and they have all become specific formula grants.
- (iii) Specific formula grants provide for the allocation of monies to councils at the discretion of central government and the intended purpose of the grant monies may also be specified.

- 5.2 Technically these types of grant contain no grant conditions, however councils are reminded (Local Authority Circular (2003)24) that all targets linked to these grants last year, still have to be met this year. Councils are also reminded (op cit) that it is important to have a continued commitment to staff training and development so that their social care staff - **and the staff of the independent organisations that provide social care on behalf of the council** - have the correct knowledge and skills for the work they undertake.

- 5.3 Councils should also be aware (op cit) that care staff providing services (either directly by the council or via services commissioned by the council) are required to meet the training and qualification standards as required by the National Care Standards Commission.
- 5.4 The need to raise qualification levels in social care covers staff in all sectors – voluntary, private and statutory sectors. Local councils as purchasers/commissioners of social care services from the voluntary and private sectors are required to work with providers to ensure staff are suitably trained and qualified.
- 5.5 All three grants are paid under Section 31 of the Local Government Act 2003.
- 5.6 No separate certificate of expenditure will be required for any of the grants for 2004/5.
- 5.7 Councils may, at their discretion, vire any amount of the TSP, NTS or HRDS grant allocations between the sub-programmes within each grant or from one grant to another.
- 5.8 All three grants were set up last year to develop social care staff working in both adult's services and children's services. Performance targets linked to the grants are backed up by performance indicators and performance assessment through the Social Services Inspectorate's 'Performance Assessment Framework' linked to Comprehensive Performance Assessment (CPA).
- 5.9 The grant allocations this year amount to a net loss of £21,000 compared to last year.
- 5.10 The allocations for 2004/5 are as follows:
- TSP Grant £127,000
 - NTS Grant £ 83,000
 - HRDS Grant £ 63,000
- 5.11 The TSP Grant is scheduled to cease at the end of March 2005 and the remaining funds within this grant will then be rolled into formula grant for the following year – 2005/6. It is planned to continue the other two grants (NTS and HRDS) as non-ringfenced grants for 2005/6.
- 5.12 Last year it was a requirement of NTS and HRDS grants that 50% be allocated to independent sector providers with whom the council had contracts to provide social care services. To this end a Social and Health Care Sector Employers Partnership was formed to oversee spending plans and developments. The Department of Health (DH) and Training Organisation Personal Social Services (England) (TOPPS), a national training body allied to DH, commended this approach.
- 5.13 Members of the Employers Partnership include Residential Care Homes Trust, Torbay Voluntary Services, National Care Standards Commission, Learning and Skills Council, Topss England, Torbay Primary Care Trust, South Devon Health Care Trust, Devon and Cornwall NHS Workforce Development Confederation, JobCentre Plus and Connexions; it is chaired by a representative of Torbay Council.
- 5.14 Although the '50% requirement' has been lifted this year, the targets relating to the independent sector remain. The members of the Employers Partnership are committed to its retention. As well as re-vitalising necessary partnerships across the sector, ensure collaboration rather than competition, it has potential to attract external sources of funding,

and currently provides training (free or subsidised) to private and voluntary sector social care providers operating in Torbay. This has been particularly welcomed by the independent sector at a time of continuing pressure on the market.

- 5.15 Moreover, the HRDS Grant was specifically designed to provide a contribution to employers (independent and statutory) costs in creating and implementing a local human resources strategy focusing on workforce planning and development including the recruitment and retention of staff. Given continuing pressures affecting the whole sector a new temporary post has been created, funded by the grant and welcomed by the Employers Partnership to design and implement this work across the sector.
- 5.16 Given the success of the Employers Partnership it is envisaged that, despite changes to grant conditions in relation to ring fencing, the spirit of co-operation and engagement should continue. The Employers Partnership will continue to be involved in agreeing grant-spending plans and play a part in monitoring the effectiveness and impact of such plans. Again, this is welcomed given the demands and pressures affecting the market and the council's role and responsibility in enabling sustainable social care provision and related services in a mixed economy of care.
- 5.17 The spending plan for all three grants meet varying requirements and targets as stated by the DH (Local Authority Circular (2003)24), it incorporates existing revenue commitments meets the DH requirements of each of the following:
- TSP Grant
 - Main programme
 - Post Qualifying Child Care Award
 - Student Support sub-programme
 - NTS Grant
 - National Minimum Standards sub-programme
 - Trainee Social Work Schemes
 - Learning Resource Centre pilots
 - HRDS Grant
 - Human Resources Development sub-programme
 - Post Qualifying Development sub-programme
 - Changing Workforce sub-programme.

6. Alternative options

- 6.1 None

Jain Wood
Director of Social Services

Contact Officer: Sue Lewis
Extension: 8477

IMPLICATIONS, CONSULTATION AND OTHER INFORMATION

Part 1

These sections may be completed by the Report author but must be agreed by named officers in the Legal, Finance, Human Resources and Property Divisions. If these are not completed and agreed the Report will not be included on the agenda.

Does the proposal have implications for the following issues?

Insert name of
responsible officer

Legal (including Human Rights)	no	
Financial – Revenue	Yes - elements of the overall grant allocation will discontinue and be ‘rolled-up’ next year (2005/6) into revenue, implications therefore on next years revenue budget if spending and plans are to be sustained	Janet Wheeler
Financial – Capital Plan	no	
Human resources (including equal opportunities)	Yes – Workforce Planning & Development (WfP&D) Project Manager funded by grant will work alongside the Human Resources Directorate to develop WfP&D model to be used across Council	Clare Armour
Property	no	

Part 2

These sections must be completed by the author of the Report.

Does the proposal have implications for the following issues?

Please give details as appropriate

Sustainability	Yes or No	Yes - elements of the overall grant allocation will discontinue and be ‘rolled-up’ next year (2005/6) into revenue, implications therefore on next years revenue budget if spending and plans are to be sustained
Crime and Disorder	Yes or No	No
*OfSTED Post Inspection Action Plan	Yes or No	No
*Social Services Action Plan	Yes or No	Yes – recruitment & retention of social care staff;
*Change Management Plan	Yes or No	Yes – vicariously as a suitably qualified, well motivated, more stable workforce enables the delivery of desired improvements

* not applicable to reports to Licensing, Development Control and Area Development Committees

Part 3

These sections must be completed by the author of the Report.

Does the proposal have implications for the following Directorates? If so, please inform the relevant Director. Please give details as appropriate		
Managing Director, Finance, Human Resources or Corporate Governance	Yes	HR – as indicated above
Education Services	No	
Environment Services	No	
Social Services	Yes	as indicated in the report
Strategic Services	No	

Part 4

Is the proposal contrary to or does it propose amendment to the Policy Framework or contrary to (or not wholly in accordance with) the Council's budget?	Yes	Fill in Box 1	No	no	Fill in Box 2
1. Details of the nature and extent of consultation with stakeholders and relevant select committees.					
2. Details and outcome of consultation, as appropriate. Consultation and participation in the preparation of spending proposals undertaken with the Social & Health Care Employers Partnership					

Part 5

Is the proposal a Key Decision in relation to an Executive function?	Yes	Reference Number X4/2004	
--	-----	-----------------------------	--

Part 6

Wards

Not applicable

Appendices

Appendix 1 Proposed Spending Plan

Documents available in Members' Room

Background Papers:

The following documents/files were used to compile this report:

Training Budget Combining revenue and grants			
	2002/2003	2003/2004	2004/2005
	£	£	£
Revenue Budget	110,000	114,000	85,000
Training Support Programme	150,428	134,050	112,358
Other income i.e. Practice Learning Fees	6,700	4,400	4,000
Total	267,128	252,450	201,358
Sub Programme – PQ Childcare Award	58,078	71,580	17,185
Sub Programme – Student Support			34,409
Other LA Budget Source	4,000	4,000	4,000
NTS – Min Standards		68,659	57,224
NTS – Trainee Social Worker			25,778
HRS – HR Development		24,507	56,997
HRS – PQ Development			5,728
Total income	329,206	421,196	405,037
Proposed Expenditure			2004/2005
NVQ & RMA: (NVQ 2, 3, 4) + IV			56,000
Post Qualifying Training			44,570
DipSW Student Support			64,000
Approved Social Work			7,000
Practice Teacher Cost			17,000
Child Protection Training			2,000
Operational Costs			70,000
Occupational Therapist Contract			2,500
Rents/Equipment			20,000
Housing/Administration			6,000
General Cross Service Training			7,000
Sensory			2,500
Safety of Social Care Staff			1,000
Learning Disability			1,500
Adult Services			3,000
Child Care			3,000
CEBSS			2,000
Vulnerable Adults			2,500
Sub-Total			311,570
NTF Expenditure			
Administration Assistant			8,000
Learning Centre Co-Ordinator			15,000
Equipment			2,000
Training Programme			20,000
Trainee Social Worker			22,000
Sub-Total 67,000			
HR Expenditure			
HR Workforce Post			38,000
Topss Peninsula Sector Group			1,000
Practice Learning Manager			10,000
PR Staff – Independent Sector			5,000
Sub-Total 54,000			
Total Expenditure			410,070
Variables:			
Accommodation – Costs relating to move			

