

# Report

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| Report to:       | <b>Executive Committee</b>                                  |
| Date of Meeting: | <b>28 March 2018</b>  |
| Report by:       | <b>Executive Director (Finance and Corporate Resources)</b> |

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| Subject: | <b>Employment Programmes in Early Years and Social Care</b> |
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ outline arrangements to develop capacity in our early years and social care workforce, by implementing new employment programmes.

## 2. Recommendation(s)

2.1. The Executive Committee is asked to approve the following:-

- (1) that the content of the report be noted
- (2) that the addition of the posts to Resource establishments, as detailed in section 6.1, be approved.

## 3. Background

3.1. At its meeting on 28 February 2018, the Executive Committee approved £4 million funding for a New Initiative to introduce Employment Programmes for Early Years and Social Care Services.

3.2. The Council, through its workforce planning, has identified the need to prepare for the future increase in demand for social care and early years. The constancy of demand in social care in Care Homes, Day Care and Care at Home/Supporting Your Independence, means that the Council faces challenges in recruiting employees to all these posts. Similarly, indications are that the expansion of funded Early Years hours for children, will require an increased early years' workforce between now and 2020.

3.3. This initiative will provide a stream of qualified staff to contribute towards the increasing demands in these areas.

3.4. The Council will establish a dedicated training programme leading to practical experience and qualifications in these fields. Students in this training programme will be employed by the Council for an initial period of two years.

3.5. The programme will deliver training to a minimum of 50 Social Care and 50 Early Years students over the two year period. As students move onto employment, a further intake of students can be considered.

3.6. In addition to the direct employment of students themselves, support staff will be embedded within Social Work and Education Resources to co-ordinate activities,

support and mentor students and provide reporting on this initiative. Updates will be provided to elected members as this initiative progresses.

#### **4. Delivery and Outcomes**

- 4.1. For Social Care, recruitment will take place around the current locations where we have physical resources (such as older people, or children's facilities). There would be targeted recruitment in areas where recruitment difficulties were being experienced. At this point in time, there are no recruitment difficulties in specific localities.
- 4.2. For Early Years recruitment, these are entry level opportunities and applications will be sought from individuals identified as having an interest in this area of work and requiring support to gain employment. These will be mainly in the age range 16 to 19 and links will be made with those undertaking Foundation Apprenticeships in order to offer this as a transition option.

#### **5. Qualifications and Support**

- 5.1. Social Care – Students will undertake a Level 2 VQ in Social Services and Health Care (Adults and Older Care) which should take around 12 months to complete. The delivery of the programme will be undertaken internally by the Council.
- 5.2. Early Years – Students will undertake a Level 3 VQ in Childcare as well as the 3 additional modules to enable them to meet the SSSC practitioner qualification requirement. This training route will take a minimum of 18 months to complete. Delivery of the programme will be undertaken internally by the Council.
- 5.3. The salary level for these training posts will be Grade 1, Level 1 (£16,861). In addition, they will undertake core training as follows:-
  - ◆ Induction
  - ◆ Core e-learning mandatory modules
  - ◆ First Aid at Work
  - ◆ Moving and Assisting Induction
  - ◆ REHIS Elementary Food Hygiene
- 5.4. South Lanarkshire Council will employ the students with a variety of work placements being offered to ensure a wide and varied experience. This will include placements with contracted social care providers and early years' partners. Placements will be available across all localities in SLC.

Training can be provided on a locality basis minimising the need for participants to travel.

- 5.5. Support – Two FTE Vocational Development Officer (Support Workers) will be required, one within Education Resources and one within Social Work Resources. They will support the programmes and provide the wrap-around support needed for these students. In addition, participants will be supported through an allocated VQ Assessor and links made to Council services for any other individual support required. There will be 1 assessor per 25 students and a 0.5 FTE acting as a VQ verifier for each of the qualifications. These are essential posts in order to ensure progress towards the formal qualification. These assessor and verifier posts will be embedded within Education and Social Work Resources, but employed by Finance and Corporate Resources, in order to benefit from the management structure in place and professional links with other VQ Assessors.

- 5.6. The monitoring, evaluation and reporting of the programme takes place through the Social Work Governance Group and the Education Learning and Development Board and the respective Resource Committees.

## 6. Employee Implications

- 6.1. As detailed in section 5.5., the following posts require to be added to Resource establishments as follows:-

| Post title   | Number of posts (FTE) | Grade / SCP            | Hourly Rate        | Annual salary        | Gross costs (including on-costs 30.3%) |
|--|-----------------------|------------------------|--------------------|----------------------|--|
| <b>Vocational Development Officer</b><br>(1 FTE – Education Resources;<br>1 FTE – Social Work Resources) | 2.0                   | Grade 3<br>Level 2     | £14.60 -<br>£16.94 | £26,643 -<br>£30,913 | £69,432 -<br>£80,559                   |
| <b>Assessor</b><br>(Finance and Corporate Resources)   | 4.0                   | Grade 2<br>Level 2 - 3 | £11.06 -<br>£13.19 | £20,183 -<br>£24,070 | £105,194 –<br>£125,453                 |
| <b>Verifier</b><br>(Finance and Corporate Resources)   | 1.0                   | Grade 2<br>Level 2 - 3 | £11.06 -<br>£13.19 | £20,183 -<br>£24,070 | £26,298 -<br>£31,363                   |
| <b>Total Costs</b>   |                       |                        |                    |                      | £200,924 -<br>£237,375                 |

These posts have been graded using the Council's job evaluation scheme.

- 6.2. The 100 trainees are in addition to the establishment and will be employed on a 2 year contract initially. The trainees will move to established posts within the Council as these become available and as the trainees gain the necessary competencies.

## 7. Finance Implications

- 7.1. The annual cost to deliver the programme for 50 students in each area would be approximately £2 million after expected income is taken into account. This includes the costs of the posts required to support the programme. Funding approved at the Executive Committee on 28 February 2018 allows the programme to be funded for 2 years and continuation of the programme will feature as part of future years' financial strategies.

- 7.2. Income can be claimed for students undertaking vocational qualifications. However, this income will be dependent on the age of the candidate and the programme being undertaken.

## 8. Other Implications

- 8.1. There are no implications for sustainability or risk in terms of the information contained within this report
- 8.2. As part of increasing the wider Early Years workforce, a Graduate Level Apprenticeship is being developed at a National Level and may form a progression

for Modern Apprentices to develop further in their career. Information on this new qualification will be shared with elected members as it becomes available.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

9 March 2018

### **Link(s) to Council Values/Ambitions/Objectives**

- ◆ Focused on People and their Needs
- ◆ Excellent Employer

### **Previous References**

- ◆ None

### **List of Background Papers**

- ◆ Executive Committee, 28 February 2018

### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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