



FULL COUNCIL REPORT

Date Written	6 th February 2019
Report Author	Hannah Brown
Service Area	Chief Executive
Exempt/Non Exempt	Non Exempt
Committee Date	20 th February 2019

To: Mayor, Ladies and Gentlemen

Post Entry Training Policy and Sponsorship Policy

1.0 SUMMARY OF THE REPORT

- 1.1 This report details the changes made to the Post Entry Training Scheme for Corporate staff (**Appendix 1**), the Post Entry Training Scheme for Social Services staff (**Appendix 2**) and the details of the Sponsorship Policy for staff undertaking the Social Services degree.
- 1.2 The post entry training schemes apply to all permanent employees of the Council, except for school based staff in LMS arrangements and staff undertaking the Social Care Degree have their own specific policy which has also been amended to provide consistency with the Corporate policy.
- 1.3 The types of courses which this scheme covers are courses which require either a financial or time commitment from the Authority on an on-going basis. It does not include one off training courses which are booked on an ad hoc basis.
- 1.4 The new Social Services Sponsorship Policy (**Appendix 3**) has been designed to ensure that the resources committed by Merthyr Tydfil County Borough Council to its students during the course of their studies are maximised within the organisation, to the benefit of MTCBC and the community it serves, whilst at the same time positively supporting staff retention initiatives by ensuring our students have a positive first experience in Social Work.

2.0 RECOMMENDATIONS that

- 2.1 The amendments to the Post Entry Training Policy for Corporate and Social Services are approved.
- 2.2 The Sponsorship Policy for Social Services is approved.
- 2.3 Delegated authority be given to the Head of HR for any future amendments to this policy, in consultation with the Portfolio Member.

3.0 INTRODUCTION AND BACKGROUND

- 3.1 The Post Entry Training policy (**Appendix 1 & 2**) has been in place since 2008 to ensure consistency and understanding for employees who undertake training which requires either a financial or time commitment.
- 3.2 The policy has been reviewed to ensure it is in line with other policies within the Council to ensure consistency and to ensure that the process is clarified.
- 3.3 The Social Services Sponsorship policy (**Appendix 3**) is a new policy to ensure clarity and understanding for those employees who are studying for their Social Work Degree which MTCBC has sponsored.
- 3.4 The Community and Children's Services Group operate an annual programme of sponsorship and support for self-funding onto the Social Work Degree course with the Open University in Wales. This creates the ability to 'grow our own' qualified social workers and retain them in employment upon qualification and for some time thereafter. This policy ensures that there is a clearly planned and agreed process for students to experience a successful transition to their first social work post, to commence their chosen career, upon graduation.

4.0 MAIN CHANGES TO POST ENTRY TRAINING POLICY

- 4.1 Mileage expenses will be paid in accordance with the Councils Travel and Subsistence policy together with parking fees, tolls, etc. that are actually incurred. ***This is applicable to the Corporate policy and Social Services.***
- 4.2 In consideration of the leave of absence/financial assistance given by the Council, employees should serve the Council for a period of 24 calendar months from the date on which the qualification is obtained, always provided that there is a post available. If the individual leaves the Council voluntarily before this period is complete, they will have to repay some or all of the monies paid to them.

Within 12 Months	100%
------------------	------

Within 12-18 Months	50 %
Within 18-24 Months	25%

This is applicable to the Corporate policy and Social Services.

Staff wishing to attend a Training Course should complete a Staff Learning Agreement and agree to the section referring to paying back any monies should they leave the local authority within 2 years.

- 4.3 The new Sponsorship policy (**Appendix 3**) for Social Worker degree should be read and agreed by all students before commencing the programme. It provides guidance to students, Managers and the HR team on how to manage the process of securing a post as a qualified Social Worker. Its aim is to provide a consistent and transparent approach, ensuring that there is as smooth a transition as possible whilst ensuring compliance with registration requirements and the Council's Equal Opportunities policies

5.0 FINANCIAL IMPLICATION(S)

- 5.1 There will be a minor mileage increase which is managed within departmental budgets. There is no other financial implication to this report being approved.

6.0 INTEGRATED IMPACT ASSESSMENT

	Positive Impacts	Negative Impacts	Not Applicable
1. Merthyr Tydfil Well-being Objectives	1 of 4	0 of 4	3 of 4
2. Sustainable Development Principles - How have you considered the five ways of working: <ul style="list-style-type: none"> • Long term • Prevention • Integration • Collaboration • Involvement 	5 of 5	0 of 5	0 of 5
3. Protected Characteristics <i>(including Welsh Language)</i>	0 of 10	0 of 10	10 of 10
4. Biodiversity	0 of 1	0 of 1	1 of 1

Summary:

The main positive impacts are consistency in both Corporate and Social Services Post Entry Training Policies and a clear process for anyone undertaking the Social Work Degree. These positively impact of the Council's wellbeing objectives and the 5 ways of working.

No negative impacts have been identified.

GARETH CHAPMAN
CHIEF EXECUTIVE

COUNCILLOR ANDREW BARRY
CABINET MEMBER FOR GOVERNANCE,
AND CORPORATE SERVICES

BACKGROUND PAPERS		
Title of Document(s)	Document(s) Date	Document Location
Does the report contain any issue that may impact the Council's Constitution?		

Consultation has been undertaken with the Corporate Management Team in respect of each proposal(s) and recommendation(s) set out in this report.