

CONTRACT SCRUTINY COMMITTEE AGENDA



Monday, 2 March 2009

at 10.00 am

in Committee Room A, Civic Centre, Hartlepool

MEMBERS: CONTRACT SCRUTINY COMMITTEE:

The Mayor Stuart Drummond

Councillors Aiken, Allison, Atkinson, S Cook, Laffey (Chair), Richardson, Simmons and Sutheran

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**
 - 3.1 To confirm the minutes of the meeting held on 16 February 2009
- 4. ITEMS FOR INFORMATION**
 - 4.1 Results Of Tender For Provision Of Training & Development – *Chief Personnel Officer*
- 5. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**
- 6. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006**

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006

7. OPENING OF TENDERS

- 7.1 Ward Jackson Park – Tunstall Court Car Park (CRN 335) (Para 3)-
Landscape Architect Team Leader
- 7.2 Tall Ships 2010 (Para 3) – *Events and Duty Officer*
 - 7.2.1 Stewarding/Visitor Management
 - 7.2.2 Marquees
 - 7.2.3 Staging
 - 7.2.4 Portakabins
 - 7.2.5 Fireworks/Pyrotechnics
 - 7.2.6 Fencing and Barriers
 - 7.2.7 Toilets
 - 7.2.8 Sound and Lighting
 - 7.2.9 Generators

8. ITEMS FOR INFORMATION

None

9. ANY OTHER CONFIDENTIAL ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

CONTRACT SCRUTINY COMMITTEE

MINUTES AND DECISION RECORD

16 February 2009

The meeting commenced at 10.00 a.m. in the Civic Centre, Hartlepool

PRESENT: Councillor Pauline Laffey (In the Chair);
Councillors Martyn Aiken, Reuben Atkinson, Carl Richardson,
Chris Simmons and Lilian Sutheran

OFFICERS: Graham Frankland, Head of Procurement, Property and Public
Protection
Phil Homsby, Strategic Commissioner - Older People
David Dockree, Acting Estates Manager
Chris Walker, Senior Legal Assistant
Katie Hammond, Events and Duty Officer
Victoria Chambers, Events Assistant
Sarah Bird, Democratic Services Officer

30. Apologies For Absence

Apologies had been received from The Mayor, Stuart Drummond,
Councillors Shaun Cook and Steve Allison

31. Declarations of Interest

None.

32. Minutes of the Meeting held on 19 January 2009 and 2 February 2009

The minutes of the meetings were accepted as an accurate account
with the addition of one tender to the Training and Development
Framework.

33. Protocol for Tender Submissions – Head of Procurement, Property and Public Protection

The Head of Procurement, Property and Public Protection attended the
meeting following concerns from the Committee that tenders were not
being returned in a uniform way. He stated that there was guidance for
officers available on the Intranet system but a procedure/checklist for
officers to complete throughout the tender process was also given to
officers. Amongst other things, this advised officers to issue an
envelope/labels for prospective tenderers to return their tenders to the

Council. The checklist was circulated to Members for their information. Members asked that it could be highlighted on this checklist for officers that a 'front sheet' with the name and address of the tenderer and the price submitted should be included in the instructions. Members queried whether the Committee could refuse to open tenders which did not adhere to the guidelines issued and were informed that the instructions were part of the Council's Constitution although the front sheet was merely a request. The Senior Legal Assistant said that this could be clarified. It was also highlighted by a Member that certain postal companies require senders to put a return address on the document and it should be stressed to tenderers that envelopes should not contain any contact details.

A Member asked whether there was any time/financial penalty built into contracts when awarded and was informed that this was able to be done in certain circumstances.

Decision

The verbal update was noted by Members.

34. Provision of Asbestos Surveys – *Head of Procurement, Property and Public Protection*

The Head of Procurement, Property and Public Protection presented the report which was given to receive and approve the proposed list of contractors for the initial provision of non-intrusive (Type 2) asbestos surveys to schools and thereafter, other public buildings. The contractors were initially required for the Building Schools for the Future (BSF) programme but in the future asbestos surveys of all types would be required to both schools and other corporate buildings. A number of specialist contractors had been identified and the budget identified for these surveys was £60,000 to be funded from the BSF programme. All the identified companies had passed Health & Safety and Financial considerations and if the list was approved, these companies would be used in future provision. Members expressed concern that asbestos should be dealt with properly and Health & Safety procedures followed and were assured that the Authority had legislation in place regarding this substance.

A Member asked how long a company (not specifically pertaining to this contract) would be excluded from applying for contracts once prohibited for any reason. The Head of Procurement, Property and Public Protection stated that it depended on the severity of the problem, but should this happen, the Committee would be consulted.

35. Tender Exercise for the Provision of Care Support and Navigation Services to Improve Stroke Services – *Strategic Commissioner – Older People*

The Principal Commissioning Manager reminded Members that one tender had been received within the required timescales and had been opened at the Contract Scrutiny Committee on 19 January 2009. This was in response to the Department of Health National Stroke Strategy to provide support for stroke sufferers. Grant money had been made available to provide advice, information, support and access to practical advice, participation in community life as well as options to return to work. The tender had been subjected to rigorous evaluation regarding its organisational profile, technical capacity, financial capability and Health and Safety aspects. References had been given from Middlesbrough, Redcar & Cleveland and Darlington Primary care Trusts. A further detailed evaluation had also been made by officers and the Chairs of Hartlepool Stroke Club and Young Stroke Clubs. The National Stroke Association had scored 91% in its evaluation and therefore the Director of Adult and Community Services was happy to offer the contract to that organisation.

Decision

The committee noted the high scoring achieved by the National Stroke Association and the awarding of the contract to that organisation.

36. Local Government Access to Information

Under Section 100 (A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the follow items of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of the Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information)(Variation) order 2006

Minute 37 – Dockfest Catering and Bar (CRN 333) – para 3 information relating to the financial or business affairs of any particular person (Including the Authority holding that information)

Minute 38 – Briarfields – para 3 information relating to the financial or business affairs of any particular person (Including the Authority holding that information)

37. Dockfest Catering and Bar (Contract Reference Number 333) – Events and Duty Officer

Twelve tenders had been received in respect of the above contract. One was late and therefore dis-counted. The rest were opened in the presence of the Committee.

Decision

The Committted noted the opening of these tenders.

38. Briarfields – *Acting Estates Manager*

Three tenders had been received in respect of the disposal of this building and were opened in the presence of the Committee.

Decision

The Committee noted the opening of these tenders.

The meeting concluded at 11.00 am

CHAIR

CONTRACT SCRUTINY COMMITTEE

2 MARCH 2009



Report of: Chief Personnel Officer

Subject: RESULTS OF TENDER FOR PROVISION OF
TRAINING & DEVELOPMENT

1. PURPOSE OF REPORT

- 1.1 To inform members of the committee of the decision made regarding appointing contractors to the framework agreement for the provision of training & development to the Council.

2. BACKGROUND

- 2.1 This contract is to establish a framework agreement for the provision of training & development across the authority. In certain circumstances the Council reserves the right to use someone NOT on the framework agreement to provide training and development support. For example:-
- if a specified provider is linked to a particular funding stream;
 - where a new need has been established which an existing provider could not address;
 - where product training is provided as part of another contract;
 - where this is a requirement in relation to regional or national partnership delivery mechanisms or;
 - as determined by the contract officer, e.g. in relation to social care, where the need arises resulting from changes in national policy, guidance or safeguarding issues.
- 2.2 Where the framework agreement is to be used it provides a list of approved providers who can be used as part of a mini-competition for work in this area. The in-house providers (e.g. Adult Education) will always be considered in the first instance. The need for the new agreement was reported to and agreed by the Performance Portfolio Holder on 25th July 2008.
- 2.3 This agreement is to provide training & development, under a number of different headings and areas for four years, expiring on 31 March 2013. The services required will be funded by the individual departments who require training and development and it will be the department who

identifies the need, who will write the specification, and will evaluate the responses to the mini-tendering exercise with support from the corporate Workforce Development Team.

- 2.4 The rationale for the introduction of the framework is to:-
- Ensure that services are commissioned correctly, ensuring best value is obtained every time;
 - Coordinate the transactions taking place between the authority and suppliers to reduce duplication and ensure the correct financial procedures are followed;
 - Undertake consistent and objective assessment of providers against a set of agreed performance standards to ensure that delivery is of the highest quality every time.
- 2.5 The tender was advertised in the Evening Gazette, Hartlepool Mail, OJEU website and the Council's and Supply 2 websites. In addition to this, all current suppliers were written to and informed of our plans to change the way to "buy-in" their services. Suppliers were also invited to attend a consultation event to discuss the proposals before the formal tender process was undertaken and this then helped to shape the information and timescales used. Two members of staff, who have worked on this project, also attended a meet the buyer event at the Historic Quay.
- 2.6 All received tenders were opened at the meeting of the Contract Scrutiny Committee on 2nd February 2009. A total of sixty-two companies submitted proposals for undertaking the service and these are listed in Appendix 1, those highlighted in red show the organisations that were unsuccessful.

Appendix 1 contains exempt information under Schedule 12A of the Local Government Act 1972, (as amended by the Local Government (Access to Information)(Variation) Order 2006) namely, 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).

3. ASSESSMENT OF TENDERS

- 3.1 The process to date has had two stages to the evaluation. A pre-qualification questionnaire (PQQ) was used in the first instance. 121 PQQ's were received and 87 organisations were invited to tender. Of those 87 invitations, 62 tenders were received, each being able to offer different expertise across a matrix of over 90 "lots." "Lots," in this instance, were the different categories of training and development needed by the organisation. A copy of the "lots" is attached as Appendix 2.
- 3.2 During the course of undertaking the evaluations it became evident, partly as a consequence of some recent high profile social care issues elsewhere in the country and the need to avoid similar issues within Hartlepool, that further initial evaluation is needed in respect of the specialist social care

“lots” namely. Those “lots” affected are indicated in Appendix 2. It was identified that organisations on the list may not fulfil certain specialist requirements and an additional evaluation for these areas is required. The additional evaluation will include having detailed discussions with potential providers and establishing the ability of the organisations to deliver training to the Council’s satisfaction in respect of matters listed in Appendix 3.

- 3.3 It is envisaged that the results of the additional evaluation will be completed by 30 September 2009, be reported to a Contract Scrutiny Committee meeting in October 2009 and be incorporated into the framework agreement thereafter. In order to ensure consistency of renewal date for the framework agreement, the same end date of 31 March 2013 will apply. After further evaluation, the following will be identified:-
- a) the training to be delivered within the framework agreement;
 - b) the training which is to be delivered outside of the framework agreement as it falls into one of the examples detailed in 2.1 above or where there are no providers within the framework agreement able to deliver the training needed.
- 3.4 Whilst the additional evaluation is being undertaken, existing arrangements for procuring specialist social care training will continue. The additional evaluation will delay the full financial benefits of the framework agreement being achieved, however it is considered that the risks of providing inappropriate training outweigh this.
- 3.5 In respect of the non specialist social care “lots”, a decision was made on the basis of price (30%) and quality (70%) of the submissions received and those with an overall score, who met the minimum standard, have been successful to become part of the framework agreement.
- 3.6 As a result of the evaluation process for non specialist social care lots, the decision has been made to award contracts within the framework agreement to those organisations indicated in column 4 of Appendix 1 who met the minimum standard – with many exceeding the standard.
- 3.7 Where organisations have tendered for both specialist social care and non-specialist social care “lots”, the award of contract and inclusion in the framework agreement from 1 April 2009 will be limited to the non-specialist social care “lots” only. It is feasible that an organisation could be included in the framework agreement for non-specialist social care “lots” but not the specialist social care “lots” as the evaluation criteria will be different. The award of the contract (and inclusion on the framework agreement) does not guarantee work to any supplier, only the opportunity to be part of a mini-competition within the “lots” for which they tendered and have been contracted for.

4. RECOMMENDATION

- 4.1 That members of the panel note:-
- a) the award of the framework agreement in respect of the non-specialist social care “lots”;
 - b) the additional arrangements in respect of the specialist social care “lots”.

5. CONTACT OFFICER

Lucy Armstrong
Workforce Development Manager
01429 523476

TRAINING & DEVELOPMENT FRAMEWORK AGREEMENT INDICATION OF AREAS OF EXPERTISE

Please note this matrix excludes training and development in relation to schools

Lot	Specialist Area	Tick (✓)
1	Promoting Equality & Diversity See the individual competency areas listed in the HBC Competency framework for an indication of what this "lot" might cover.	
2	ICT & Communication See the individual competency areas listed in the HBC Competency framework for an indication of what this "lot" might cover.	
3	Health and Safe Working See the individual competency areas listed in the HBC Competency framework for an indication of what this "lot" might cover.	
4	Quality & Service Improvement See the individual competency areas listed in the HBC Competency framework for an indication of what this "lot" might cover.	
4.1	Specialist Services Specialist services and project support to improve individual, team and organisational performance. Providing external and objective advice, recommendations and specialist expertise relating to areas detailed within the competency framework.	
5	Leadership & Direction See the individual competency areas listed in the HBC Competency framework for an indication of what this "lot" might cover.	
6	Specialist Knowledge (Please Specify)	
6.1	Children's Services and Adult's and Community Services We are looking to source specialist training and development activity in this category that is high quality and responsive to the changing needs of the department, legislation, national and local policy and practice guidance. Across Government, the shared ambition is to put people first through a radical reform of public services, enabling people to live their own lives as they wish, confident that services are of high quality, are safe and promote their own individual needs for independence, well-being and dignity.	
	Adoption Training and development activities for the Children's workforce in relation to Adoption procedures, raising awareness and understanding at all levels of the subject. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Ancillary Support and Caretaking Qualifications We are looking to source specialist training in this category that is high quality and responsive to the changing need of the department, legislation, national and local policy and practice guidance.	

	Aquatic Disciplines CPD Training and development activities for the Children's workforce in relation to aquatic disciplines, raising awareness and understanding at all levels in this area.	
	Archaeology Services Qualifications We are looking to source specialist training in this category that is high quality and responsive to the changing needs of the department, legislation, national and local policy and practice guidance.	
	Arts and Entertainment Qualifications We are looking to source specialist training in this category that is high quality and responsive to the changing needs of the department, legislation, national and local policy and practice guidance.	
	ASA Disability Swimming Teaching Training and development activities for swimming teachers in relation to incorporate integration of SEN children into mainstream teaching of swimming, raising awareness and understanding at all levels of the subject.	
	Assessing Foster Carers and Adopters Training and development activities for the Children's workforce in relation to assessing Foster Carers and Adopters, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Assessment and Care Planning Training and development activities for the Children's workforce in relation to assessment and care planning, increasing skills, raising awareness and understanding at all levels of the subject. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Autism Awareness Training and development activities for the Children's or Adult's and Community workforce in relation to autism awareness, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Behaviour Management Training and development activities for the Children's or Adult's and Community workforce in relation to behaviour management, raising awareness and understanding at all levels of the subject. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Case Recording Training and development activities for the Social Care workforce in relation to case recording, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Chairing Case Conferences and LAC Reviews	Specialist Social Care Training

	Training and development activities for the Children's workforce in relation to chairing case conferences and LAC reviews, increasing skills, raising awareness and understanding at all levels of the subject.	
	Childcare and Development Training and development activities for the Children's workforce in relation to childcare and development, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Childcare Providers CPD Training and development activities in relation to Childcare Providers professional development, Childminding and the Early Years Foundation Stage.	Specialist Social Care Training
	Childcare Providers Qualifications Training and development activities for Childcare Providers in relation to relevant qualifications for professional development in relation to social work practice.	Specialist Social Care Training
	Childminders & Home Based Childcare Providers CPD Training and development activities for Childminders and Home Based Childcare Providers in relation to their professional development, childminding and the Early Years Foundation Stage.	
	Children's and Young People's Well Being Training and development activities for the Children's workforce in relation to Children and Young People's well being, raising awareness and understanding at all levels. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Children's Workforce Legislation Training and development activities for the Children's workforce in relation to relevant legislation delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Contact Point and E-CAF Training and development activities for the Children's workforce in relation to contact point and E-CAF, raising awareness and understanding at all levels of the subject. To be delivered on an inter-agency basis.	
	Commissioning & Contracting We are looking to source specialist Qualifications and Post Qualifying professional development for the Children's or Adult's and Community workforce, in this category that is high quality and responsive to the changing needs of the department, legislation, national and local policy and practice guidance.	Specialist Social Care Training
	Communication with Children and Young People with SEN Training and development activities for the	

4.1 Appendix 2

	Children's workforce in relation to Communication with Children and Young People with Special Educational Needs, raising awareness and understanding at all levels of the subject. To be delivered on both a single agency and inter-agency basis.	
	Complaints Training and development activities in relation to the process, management, and investigation of complaints to Children's workforce professionals.	Specialist Social Care Training
	Court and Care Proceedings Training and development activities to enable the Children's workforce to undertake all aspects of Court and care proceedings confidently and effectively, raising awareness, and understanding at all levels.	Specialist Social Care Training
	Court Skills Training and development activities to be delivered to the Children's workforce, raising awareness, confidence and understanding at all levels of court skills and protocols.	Specialist Social Care Training
	Deaf Awareness Training and development activities for the Children's or Adult's and Community workforce in relation to deaf awareness, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Direct Work/Life Story Training and development in relation to direct work/life story and life story for Social Care employees, Foster Carers and the Children's workforce, raising awareness and understanding at all levels of the subject. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Domestic Violence Training and development activities for the Children's or Adult's and Community workforce in relation to Domestic Violence, raising awareness and understanding at all levels of the subject. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	E Safety Training and development activities for the children's workforce in relation to e-safety for children and young people, raising awareness and understanding at all levels. To be delivered on both a single agency and inter-agency basis.	
	Every Child Matters Training and development activities for the Children's workforce in relation to the Every Child Matters agenda, raising awareness and understanding at all levels. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Finance Qualifications We are looking to source specialist	

	Qualifications and Post Qualifying professional development for the Children's or Adult's and Community Workforce in this category that is high quality and responsive to the changing needs of the department, legislation, national and local policy and practice guidance.	
	Foster Carers CPD Training and development activities for Foster Carers in relation to their professional development, raising awareness and understanding at all levels.	Specialist Social Care Training
	Induction Standards Training and development for the Children's workforce in relation to induction standards for social care employees, foster carers and the children's workforce, raising awareness and understanding at all levels of the subject. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Inter-agency Working within the Children's Workforce Training and development activities for inter-agency working within the Children's workforce in relation to national guidelines and working practices, raising awareness and understanding at all levels. To be delivered on both a single and inter-agency basis.	
	Integrated Children's System – Social Care Practice Training and development activities for the Children's workforce in relation to incorporating social care practice into the Integrated Children's System used by Hartlepool Borough Council. To be delivered on a single agency basis for social care employees.	
	Integrated Working Information Sharing Training and development activities for the Children's workforce in relation to Integrated Working, Information Sharing, Common Assessment Framework, Lead Practitioner and team around the child, raising awareness and understanding at all levels of the subject. To be delivered on an inter-agency basis.	
	Learning Disability – Older Adults Professional development activities in relation to practice for the Adult's workforce, delivered on both single and inter agency basis. Training may be to professionals, carers and service users. Raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Learning Disability – Younger Adults Professional development activities in relation to practice for the Adult's workforce, delivered on both single and inter agency basis. Training may be to professionals, carers and service	Specialist Social Care Training

	users. Raising awareness and understanding at all levels of the subject.	
	Library Services We are looking to source specialist training in this category that is high quality and responsive to the changing need of the department, legislation, national and local policy and practice guidance. In relation to Qualification and Post Qualifying professional development.	
	Looked After Children Training and development activities for the Children's workforce in relation to all aspects of supporting and caring for Looked After Children, raising awareness and understanding at all levels and ensuring their needs are met. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Makaton and Communication Techniques Training and development activities for the Children's or Adult's and Community workforce in relation to Makaton and communication techniques, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Mental Health Training and development activities for the Children's workforce in relation to mental health, raising awareness and understanding at all levels of the subject. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Mental Health Services – Older Adult's Professional development activities in relation to practice for the Adult's workforce in areas of mental health working, To be delivered on both single and inter agency basis. Training may be to professionals, carers and service users. Raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Mental Health Services – Younger Adults Professional development activities in relation to practice for the Adult's workforce in areas of mental health working, delivered on both single and inter agency basis. Training may be to professionals, carers and service users. Raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Museums and Heritage Qualifications We are looking to source specialist training in this category that is high quality and responsive to the changing needs of the department, legislation, national and local policy and practice guidance.	

	National Rescue Award for Swimming Teachers and Coaches Training and development activities in relation to enabling the candidates to lifeguard programmed swimming session, raising awareness and understanding at all levels of the subject.	
	Parents and Families Training and development activities for the Children's workforce in relation to working with and supporting parents and families, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Parks and Countryside Qualifications We are looking to source specialist training in this category that is high quality and responsive to the changing needs of the department, legislation, national and local policy and practice guidance.	
	Participation – Children and Young People Training and development activities for the Children's workforce in relation to working with children and young people to enable them to participate in decision making and training events, raising awareness and understanding at all levels of the subject. To be delivered on both a single agency and inter-agency basis.	
	Passenger Assistant Training Training and development activities for the Children's or Adults and Community workforce in relation to passenger assistant training, raising awareness and understanding at all levels of the subject.	
	Performance Management and Quality Assurance Training and development activities for Social Care Managers in relation to performance management and quality assurance, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Physical Disability – Older Adults Professional development activities in relation to practice for the Adult's workforce delivered on both single and inter agency basis. Training may be to professionals, carers and service users. Raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Physical Disability – Younger Adults Professional development activities in relation to practice for the Adult's workforce delivered on both single and inter agency basis. Training may be to professionals, carers and service users. Raising awareness and understanding at all levels of the subject.	Specialist Social Care Training

4.1 Appendix 2

	Physical Intervention Techniques Training and development activities delivered to the Children's or Adult's and Community workforce in relation to physical intervention techniques, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Planning for Permanence Training and development activities delivered to the Children's workforce in relation to planning for permanence, raising awareness and understanding at all levels of the subject.	
	Play and Development Training and development activities for Childcare Providers in relation to play and development, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Private Fostering Awareness Training and development activities for the Children's or Adult's and Community workforce in relation to private fostering, to raise awareness of legislation and guidance and also to enhance knowledge and ability within assessment and the safeguarding process. To be delivered on both a single agency and inter-agency basis.	
	Professional Supervision and Case Management Training and development activities for Social Care Managers in relation to professional supervision and case management, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Safe Moving and Handling of Adult's Training and development activities for the Adult's workforce in relation to the safe Moving & Handling of Adults. This includes the safe use of associated equipment. To be delivered on both single and inter-agency basis. Training will be to professionals, carers and service users, raising awareness and understanding in all areas and at all levels of the subject.	Specialist Social Care Training
	Safe Moving and Handling of Children Training and development activities for the Children's workforce in relation to the safe moving and handling of children. This includes the safe use of associated equipment. Raising awareness and understanding at all levels of the subject. Training to be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Safeguarding Adult's Training and development activities for the Adult's workforce in relation to safeguarding and adult protection delivered on both single and inter-agency basis. Training will be to professionals, carers and service users. Raising awareness and understanding at all levels of the subject.	Specialist Social Care Training

4.1 Appendix 2

	Safeguarding and Child Protection Training and development activities to be delivered to the Children's workforce, raising awareness and understanding at all levels of child protection delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Safeguarding and Child Protection – Emotional Abuse Training and development activities to be delivered in relation to safeguarding and protecting children and young people from emotional abuse, raising awareness and understanding at all levels. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Safeguarding and Child Protection – Hidden Harm Agenda Training and development activities to be delivered to key personnel in relation to the safeguarding children hidden harm agenda, raising awareness and understanding at all levels. To be delivered on both a single and inter-agency basis.	Specialist Social Care Training
	Safeguarding and Child Protection – Mental Health Training and development activities to be delivered in relation to mental health and safeguarding and protecting children and young people, raising awareness and understanding at all levels. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Safeguarding and Child Protection – Neglect Training and development activities to be delivered in relation to safeguarding and protecting children and young people from neglect, raising awareness and understanding at all levels. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Safeguarding and Child Protection – Physical Abuse Training and development activities to be delivered in relation to safeguarding and protecting children and young people from physical abuse, raising awareness and understanding at all levels. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Safeguarding and Child Protection - Practitioners Training and development activities for practitioners and managers who are working in the child protection arena in relation to safeguarding and child protection, including national guidance and local arrangements, raising awareness and understanding at all levels. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training

	Safeguarding and Child Protection – Safer Recruitment Training and development activities to be delivered to key personnel in relation to safer recruitment of future employees within the Children's workforce.	
	Safeguarding and Child Protection – Sexual Health Training and development activities to be delivered in relation to sexual health and safeguarding and protecting children and young people from sexual abuse, including child trafficking, delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Safeguarding and Child Protection – Social Work Task Training and development activities for social care employees in relation to safeguarding and child protection, including national guidance and local arrangements, raising awareness and understanding at all levels.	
	Safeguarding Children and Young People Training and development activities for the Children's workforce in relation to safeguarding and child protection of children and young people, raising awareness and understanding at all levels. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	SEN Awareness Training and development activities for the Children's workforce in relation to Special Educational Needs, raising awareness and understanding at all levels of the subject. To be delivered on both a single agency and inter-agency basis.	
	Sensory Disability – Older Adults Professional development activities in relation to practice for the Adult's workforce delivered on both single and inter agency basis. Training may be to professionals, carers and service users. Raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Sensory Disability – Younger Adults Professional development activities in relation to practice for the Adult's workforce delivered on both single and inter agency basis. Training may be to professionals, carers and service users. Raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Sexual Health Training and development activities for the Children's workforce in relation to sexual health, raising awareness and understanding at all levels of the subject. To be delivered on both a single agency and inter-agency basis.	

Sign language for babies/children Training and development activities for the Children's workforce in relation to sign language/communication techniques for babies/children.	Specialist Social Care Training
Social and Emotional Wellbeing – Children and Young People Training and development activities for the Children's workforce in relation to the well being of children and young people, including participation of children and young people and working with parents and carers, overcoming social and emotional issues, raising awareness and understanding at all levels of the subject. To be delivered on both a single and inter-agency basis.	
Social Care Training and development activities for the Children's workforce in relation to relevant qualifications for professional development in relation to social care practice.	Specialist Social Care Training
Social Care Qualifications For the Adult's workforce in relation to relevant qualifications to meet national standards in relation to social care practice.	Specialist Social Care Training
Social Work We are looking to source specialist Qualifications and Post Qualifying professional development for the Adult's workforce in this category that is high quality and responsive to the changing needs of the department, legislation, national and local policy and practice guidance.	Specialist Social Care Training
Social Work Qualifications Training and development activities for the Children's workforce in relation to relevant qualifications for professional development in relation to social work practice.	Specialist Social Care Training
Social Work (post qualifying) Training and development for the Children's workforce in relation to post qualifying professional development in relation to social work practice.	Specialist Social Care Training
Sport and Leisure Qualifications We are looking to source specialist training in this category that is high quality and responsive to the changing needs of the department, legislation, national and local policy and practice guidance.	
Substance Misuse Training and development activities for the Children's workforce in relation to substance misuse, raising awareness and understanding at all levels of the subject and also to include safeguarding and child protection. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training

4.1 Appendix 2

	Supervision Skills Training and development activities for the Children's or Adult's and Community workforce in relation to supervision skills, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Supporting Adult's We are looking to source specialist Qualifications and Post Qualifying professional development for the Adult's workforce in this category that is high quality and responsive to the changing needs of the department, legislation, national and local policy and practice guidance.	Specialist Social Care Training
	Understanding Child Development, Attachment And Resilience Training and development for the Children's workforce in relation to understanding child development, attachment and resilience, raising awareness and understanding at all levels of the subject. To be delivered on both a single agency and inter-agency basis.	Specialist Social Care Training
	Visual Awareness Training and development activities for the Children's or Adult's and Community workforce in relation to visual awareness, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training
	Youth Workers CPD Training and development activities for the Children's workforce who's working role involves working with teenagers, raising awareness and understanding at all levels of the subject.	Specialist Social Care Training

Evaluation of specialist social care lots

How well do they know the social care sector?

Do they have experience of delivering training and development programmes in social care or related sectors?

Do they understand the personal nature of care work and can they describe how their learning designs and delivery will reflect this experience?

Do they take into account the needs and opinions of people who use services, and carers, in the design of their programmes?

Is their knowledge of the sector and subject area up-to-date?

What is their approach to the core values?

Get them to describe their approach and ask them to illustrate from practical experience examples of how they think they have applied it in their work.

Do they cite the GSCC Codes of Practice?

Is the training/development based on National Occupational Standards (NOS)?

If so, which ones? If not, why not?

Is it based on knowledge sets? If so, which ones? If not, why not?

Are they fit for practice?

Will the provider undertake a joint risk assessment in order to identify and minimise any risk attached to any work based learning activity?

Will the learning provider take responsibility for CRB checks (Criminal Records Bureau) on staff who might be coming into your premises?

Can they provide appropriate evidence of their identity through ID cards or other? documentation?

Do they have authentic and current qualifications?

Are they registered with professional bodies?

Do they have current occupational experience?