

PRIORITY AREA 3: DEVELOPING WORKFORCE SKILLS & CAPACITY

Action	Priority	Outcomes	By When	Responsibility	Resource Implications
Ensure Council complies with the Care Certificate and Care Act requirements for all care staff.	H	External Inspections recognise achievements of both Children & Adults Social Care	On-going	Learning & Development Manager / Departmental HR Managers	Time and resource costs. Grants from Departments of Health and Education support this training.
Ensure that the new Knowledge and Skills standards for Children's and Adult Services Social Workers are incorporated into all training programmes	H	External Inspections recognise the capabilities of both Children & Adults Social Care employees	On-going	L and D Manager	Time and resource costs.
Review and update the Performance Management Toolkit	H	Toolkit updated and/or extended and published on BORIS	March 2016	Learning & Development Manager / Departmental HR Manager	Time and resource costs.
Ensures the Council, as the lead body for the Berkshire partnership Step Up to Social Work programme, complies with the DfE requirements.	H	Participants recruited across the partnership and successfully completed the post graduate diploma in social work on the programme	Starting in January 2016 for a 14 month period.	L and D Manager	Time spent by Children's social work staff in providing placement opportunities to these students.

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Raising skills, and competence within the Private, Independent and Voluntary sector.	H	Expansion of numbers of on-line training modules available. Programme agreed and publicised	On-going April 2016	Learning & Development Manager	Development of e-learning opportunities including Log onto Care modules
Develop appropriate mechanisms to nurture and develop talent through the "Talent Talk" approach in the appraisal scheme using mentoring, coaching and secondments	H	Initiatives developed and implementation planned	Ongoing	Directors and Departmental Chief Officers leading on these initiatives	Staff time in developing mechanisms, implementing these and producing guidance and other material.