

# WEST DUNBARTONSHIRE COUNCIL

## Report by the Acting Director of Social Work Services

Health Improvement and Social Justice Partnership: 22 November 2006

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**Subject: Continuing Professional Development Policy**

### **1. Purpose**

- 1.1 To provide members with an update of the departmental Continuing Professional Development policy.
- 1.2 This is an update of the policy presented to members on the 12 April, 2006 which as reported at that time, required to be extended to cover all employees. A draft of the Continuing Professional Development policy is attached as the Appendix to the report.
- 1.3 A report on this subject was taken to the Social Justice Committee of 8 November 2006 for noting.

### **2. Background**

- 2.1 Continuing Professional Development (CPD) for all employees is a principle of good practice for the social services departments. CPD requirements for all social care staff are determined by the Scottish Social Services Council (SSSC) as registration is phased in over the next few years.
- 2.2 In addition to this the department also employs a range of other professional and qualified employees who have CPD requirements.
- 2.3 The Council already has in place a policy on Performance Development Planning (PDP). This policy on CPD is aligned to the requirements of the PDP policy and ties this to the particular needs of Social Workers and other Social Services Workers (e.g. managers of care homes services for adults, residential childcare workers, home care workers, etc.) and the Social Work Services workforce generally.

### **3. Main Issues**

- 3.1 National Strategies for social work such as the recent Changing Lives Report place a heavy emphasis on the training and development of the Social Services Workforce. Additionally the development of policy on CPD needs to be seen in the context of the Codes of Practice for employers and employees laid down by the SSSC, the registration of the social services workforce and the Post-Registration Training and Learning (PRTL) requirements which accompany registration.
- 3.2 The Code of Practice for Employers of Social Service Workers place obligations on employers and while CPD is ultimately the responsibility of the employee, it is also clear that the employer has a responsibility to support its

staff in relation to CPD. The dividing lines between these responsibilities need to be drawn in relation to a number of different areas.

- 3.3 Our policy sets out how we will meet our CPD responsibilities as an employer and what will be expected to be the individual responsibility of the employee.

#### **4. Personnel Implications**

- 4.1 The policy will support employees in fulfilling their responsibilities to undertake CPD work. It is envisaged that this will have positive implications for our workforce and that employees will feel supported by the Council.

#### **5. Financial Implications**

- 5.1 There are no financial implications, as the CPD will be undertaken from within existing resources. Not all CPD involves financial cost and it is envisaged that there will be minimal cost implications in implementing this policy.

#### **6. Conclusions**

- 6.1 The Council as employers of Social Care Workers has a responsibility to support such employees in meeting their responsibilities as outlined by the SSSC. As employers of other professional and qualified employees there is also a responsibility to support those employees to meet such CPD requirements as are required.
- 6.2 This policy illustrates to employees the Council's commitment to them and to supporting them to meet their CPD responsibilities. This key commitment to supporting employee development applies to all staff.

#### **7. Recommendations**

- 7.1 It is recommended that members note the contents of the report.

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**Background Papers:** Report to Social Justice Committee – 12 April 2006

**Wards Affected:** All