

Target Area: workforce capacity and retention

Instructions/guidance:
These questions cover changes in workforce in local authority commissioned care providers in the local authority area.

What is required:
- local authorities must collect and report 2 sets of information concerning the ASC workforce. These relate to the number of people who, in the period **1 April - 30 April 2024** i) **joined** a care provider as an employee ii) **left** employment with a care provider

Scope:
- for the purposes of this reporting, the term 'care provider' should be taken to only include care providers that i) the local authority commissions care from and ii) are based within the local authority boundary. Excluding providers based outside the local authority prevents the same providers being contacted by multiple councils and reduces the risk of double counting
- there is no distinction on the exact job role of the person and all care provider employees are in scope
- staff who began their employment in the reporting period and left before the end of the reporting period **should be included in the responses to both** question 1 and question 2
- for Question 2, count all instances where a person leaves their employment at a care provider during the reporting period. The reason they left and their destination (for example, another care provider or employment outside the sector) do not need to be considered

Exclusions:
- do NOT include agency staff or instances where a person moved roles within the same organisation
- count in terms of number of people, so FTE is irrelevant, as is the number of hours worked. For instance, a person employed on a zero hours contract in April but had not yet worked a shift by the end of the reporting period would still count in these figures

Approach:
- as this same data was collected last year, using the same definition, local authorities should aim to follow the same methodology and make best endeavours to provide comparable data
- local authorities should request the relevant information from eligible providers and then report the sum of the figures they receive from the providers who gave the relevant information
- any reasonable and practical steps and interpretations taken to achieve this should be explained in cell A48. Local authorities should **not** attempt to estimate this figure or extrapolate if a low number of responses are received
- local authorities must report the number of eligible providers who provided the relevant information alongside the total number of providers eligible to provide the information in their area. This will help to contextualise the data reported

This data will then be compared with the number of recruits and staff leavers in April 2023, as reported in the 2023 to 2024 MSIF initial report.
Please leave any missing data cells as blank. Do not attempt to enter '0' or 'N/A'.
Entering a 0 value is acceptable.

Local authorities are reminded that for 2024 to 2025, the data for the workforce target will be collected via Capacity Tracker and will not require direct reporting by the local authority.

(1) Please report the total number of recruits in local authority commissioned care providers in the local authority area in April 2024.

Description	Data Item
Total number of recruits in care providers in the authority area in April 2024.	6

(2) Please report the total number of staff leaving a job with a local authority commissioned care provider in the local authority area in April 2024.

Description	Data Item
Total number of staff leaving a job with a care provider in the authority area in April 2024.	0

(3a) Please report the number of eligible providers who provided the information relating to the total number of recruits (question 1).

Description	Data Item
Total number of providers who provided the information for question 1.	1

(3b) Please report the number of eligible providers who provided the information relating to the total number of staff leaving (question 2).

Description	Data Item
Total number of providers who provided the information for question 2.	1

(4) Please report the total number of providers eligible to provide the information.

Description	Data Item
Total number of providers eligible to provide the information.	2

(5) In the text box below, please provide any additional context to your return (Maximum 500 characters).

In line with guidance we approached our biggest providers to retrieve the data, and then use the aggregate, however we only received one response to this request.