Further to your Freedom of Information request FOI67577 please find your questions and our responses below:

1. What mechanisms do you have in place to help individual employers recruit personal assistants? Individuals receive basic advice from social care staff and the council's website, and have access to external organisations for further advice. Individuals have access to employed PAs and self-employed PAs.

2. Do you keep a register of personal assistants working in your local authority area? Yes, this is managed on the council’s behalf by an external organisation.

3. Do you encourage individual employers to register personal assistants on the National Minimum Dataset for Social Care? If yes, please provide evidence of how you do this. No.

4. Do you provide any learning and development opportunities to personal assistants? Yes.

5. What local authority-provided training is available to personal assistants? Please specify if the cost of the training is met by the individual employer or the council. Majority of our training is available to the PAs apart from specific team training and at the moment Safe Moving and Handling. There is a charge of £25.00 per day per person per course apart from Safeguarding Adults Level 1, which is free. The cost is either met by the individual employer or the PA themselves.

6. Do you provide support to individual employers to help them access the Workforce Development Fund, which can be used to pay for training of personal assistants? If yes, please provide details of this support. There has been no requests for support.

7. Do you promote apprenticeship opportunities to individual employers and their personal assistants? If yes, please provide details of these apprenticeships. No.

8. Do you facilitate networks of individual employers and/or networks of personal assistants? If yes, please provide details of these networks. Yes – a personal assistant network.

If you are unhappy with the information we have provided in response to your request please write to:
Information Management Team Manager  
Royal Borough of Windsor & Maidenhead  
Town Hall, St Ives Road  
Maidenhead  
SL6 1RF

or send an e-mail to martin.tubbs@rbwm.gov.uk

We are proud to be one of the leading authorities in England for consistently responding to information requests within the 20 working days set down by statute. Information about our performance and summaries of requests received can be found on our website:

http://www.rbwm.gov.uk/web/foi_information_requests.htm

We are keen to hear about your experience with the Information Management Team here at the Royal Borough of Windsor & Maidenhead and look forward to receiving any comments you have about the way your information request was processed.

Please send any feedback to the Information Management Team Manager either by e-mail martin.tubbs@rbwm.gov.uk or in writing to the address above.

Yours sincerely

David Davies  
Information Management Officer  
Legal Department  
Corporate Directorate  
Royal Borough of Windsor & Maidenhead  
Town Hall, St.Ives Road  
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