

## NCF Summary and Analysis of Workforce Recruitment and Retention Fund Grant Conditions

The grant conditions for the £162.5m workforce recruitment and retention fund [have been published](#). The money can be used for eligible activities between 21 October 2021 and 31 March 2022. The money is ringfenced and will be paid in 2 instalments to local authorities:

- the first instalment worth £97.5 million (60%) will be processed as soon as possible and will be made in November 2021
- the second instalment worth £65 million (40%) will be paid in January 2022 and will be conditional on local authorities having completed a return to the Department of Health and Social Care by 14 January 2022

The money should be spent by 31 March 2022 and can be used for:

- Care homes and home care
- Care providers with which the LA does not have contacts
- Organisations providing care and support not registered with CQC

The purpose of the fund is to support LAs to address adult social care workforce capacity pressures in their geographical areas through recruitment and retention in order to:

- support providers to maintain the provision of safe care and bolstering capacity within providers to deliver more hours of care
- support timely and safe discharge from hospital to where ongoing care and support is needed
- support providers to prevent admission to hospital
- enable timely new care provision in the community
- support and boost retention of staff within social care

The guidance gives the following examples of how LAs might use the money to support the above:

- supporting payments to boost the hours provided by the existing workforce – including childcare costs and overtime payments
- investment in measures to support staff and boost retention of staff within social care – including occupational health, wellbeing measures, incentive and retention payments
- the creation and maintenance of measures to secure additional or redeployed capacity from current care workers. For example, shared staff banks, redeploying local authority staff, emergency support measures, overtime payments
- local recruitment initiatives
- activities to support hospital discharge or to prevent or address delays as a result of workforce capacity shortages (distinct from enhanced [guidance on finance and contracting arrangements for H2 2021 to 2022](#) discharge funding agreed in H2 2021 to 2022 settlement)

- activities which support the recruitment of local authority employed social care staff, or which enhance or retain the capacity of existing local authority employed social care staff
- local authorities and, where funding has been passported, providers to use the grant to cover reasonable administrative and/or set up costs they incur for new measures that deliver additional staffing capacity through recruitment and retention activity

Money can be passported to providers (see below) to achieve the above aims **but only if they are CQC registered**. Local Authorities can only passport funding to providers when the measures the provider will take meet the grant conditions above **and are not already being funded by the Infection Control Fund or other sources of public funding. The grant cannot be used for fee uplifts.**

[Annex B](#) gives a full breakdown of grant conditions.

### Reporting requirements

LAs are expected to report on the spending of the fund on the following dates so expect requests for data from providers:

- 14 January 2022, covering expenditure from 21 October to 30 November 2021
- 29 April 2022, covering expenditure for the **entire whole grant period 21 October 2021 to 31 March 2022**

See [Annex B](#) for a full list of what is required in the reports – it will include the same metrics as the Infection Control and Testing Fund + a number of additional metrics.

Annex D – the reporting template – has not yet been uploaded.

### Fraud Mitigation

Please note this section on the requirements for LAs to mitigate the risk of fraud – this may result in additional measures to these grant conditions taken by LAs and clawbacks. In particular, LAs must ensure that money from this grant is not used by providers to fund activities funded by other sources of public funding.

### Passporting Payments to Providers

The grant conditions state that LAs should on passporting funding to a CQC registered provider:

- Have in place appropriate oversight of deliverables and outputs from any amount of grant passed to a provider. This should be sufficient to ensure the funding is spent in line with the intended purpose and allow a local authority to verify or monitor the accuracy of reporting
- the local authority has due regard to their responsibilities with respect to international agreements on subsidy control

It goes on to state that LAs should work constructively and collaboratively with providers receiving passported funds to ensure that it imposes conditions on the provider requiring that:



- the recipient care providers use it for new expenditure that delivers additional staff capacity or retains existing capacity where the expenditure or activity has not already been funded by the Infection Control and Testing Fund or other sources of public funding
- the provider will return any grant amount to the local authority that is not spent on those measures
- if requested to do so, the care provider should provide the local authority or the department receipts or such other information as they request to evidence that the funding has been spent in accordance with the measures above
- if requested to do so, the care provider should provide the department or the local authority with an explanation of any matter relating to funding and its use by the recipient as they think necessary or expedient for the purposes of being assured that the money has been used in an appropriate way in respect of those measures
- the local authority must provide a final value of unspent funding and updated final spending report by no later than 30 June 2022, after which time the local authority may no longer amend this value. We expect local authorities to return unspent amounts to the department promptly after this date. In July 2022, the department will send letters out to all local authorities advising them on how to return any unspent or misspent amounts. We ask that all local authorities make arrangements prior to this point to recoup any unspent amounts from providers in their local area

The grant **cannot be used for activities that are already being funded by the Infection Control Fund or other sources of public funding. The grant cannot be used for fee uplifts.**

Grant Allocations to each LA can be seen in [Annex C](#)