

# Delegated Decision Report



<b>Subject:</b>	Acceptance of Grant Funding – Health Education England
<b>Decision maker: Senior Officer</b>	Rebecca Fletcher, Director of Public Health
<b>Decision maker: Cabinet Member</b>	Cllr Barbara Brownridge, Cabinet Member for Adults, Health & Wellbeing
<b>Decision date:</b>	17th December 2025
<b>Report author:</b>	Anna Tebay, Head of Service Public Health
<b>Ward (s):</b>	All

### Reason for decision

The purpose of this report is to seek agreement to accept grant funding from Health Education England (HEE), as a significant contribution towards the role of Public Health Apprentice practitioner.

### Recommendation(s)

It is proposed that Oldham Council takes receipt of a total of £54,812 from HEE. This will be transferred to the Council in varying installments over 3 financial years.

### Background

In 2022, Public Health completed a staffing restructure where the post of Public Health apprentice was established and is within the current structure. From early 2023 to October 2025, Public Health had an apprentice in post attending the degree course at the University of Salford. The post holder has completed their qualification, secured a new job and the position is now vacant.

An apprentice gains practical experience whilst learning, making them job ready upon completion of the 3-year term. This helps build a pipeline of skilled public health professionals over a longer period of time. In the short term, an apprentice helps build capacity within the team, providing hands on support in a range of different topic areas.

In September 2025, Public Health successfully completed an application to Health Education England and will be financially supported through the provision of a grant to the value of £54,812. This funding is a significant contribution towards a grade 4 role - namely Public Health Apprentice practitioner. This is a 3-year apprenticeship that couples study via a public health degree at the University of Salford and on the job learning with Oldham Council’s Public Health team. The Public Health settlement will be utilised to meet the remaining salary and associated oncosts.

The table below details the financial impact on the Council for the next 4 financial years.

<b>Financial Year</b>	<b>Cost of Post</b>	<b>NHS Funding Applied</b>	<b>Public Health Contribution</b>	<b>Notes</b>
2025/26 (Jan–Mar 26)	£9,392	£9,392	£0	Fully funded by NHS; surplus carried forward.
2026/27 (Apr 26–Mar 27)	£38,194	£38,194	£0	Part-funded from Year 1 balance + new allocation.
2027/28 (Apr 27–Mar 28)	£38,830	£7,226	£31,604	Final year with NHS contribution; majority falls to PH.
2028/29 (Apr 28–Dec 28)	£29,610	£0.00	£29,610	Full costs to be met from Public Health base budget
<b>Total</b>	<b>£116,026</b>	<b>£54,812</b>	<b>£61,214</b>	

The position has been to recruitment panel where approval was sought and gained to advertise this opportunity. Following a successful round of shortlisting and interviewing inline with Council procedures, the highest scoring candidate has been offered the position, subject to meeting University of Salford eligibility criteria and application process, Council HR diligence checks including references and medical assessments.

#### **Alternative option(s) to be considered**

**Option 1 (preferred option)** – To accept the grant from HEE, which means that Oldham Council will take receipt of a total of £54,812. This will be transferred to the Council in varying installments over 3 financial years.

**Option 2** – To decline the grant and fund the Public Health apprentice entirely from the Public Health settlement. This would mean that there is less available money within the Council to spend on activities that help promote the health of the population.

#### **Consultation**

A Recruitment and Workforce approval form was submitted to the Council's recruitment panel on the 3<sup>rd</sup> of October 2025. The form was complete with supportive comments from HR and

finance. Recruitment panel approved the decision to recruit to the position of Public Health apprentice practitioner.

**Risks**

If the decision is taken not to accept this grant, there is a risk to the budget position as the Council would need to find the remaining funds, should the position still be recruited to. This would create an unanticipated pressure.

**Implications**

<p>Finance</p>	<p>The preferred option (Option 1) is to accept the grant from HEE, which would result in Oldham Council receiving a total of £54,812.</p> <p>This grant will be disbursed to the Council in instalments over the next three financial years.</p> <p>In 2022, Public Health undertook a staffing restructure, during which the position of Public Health Apprentice was permanently established and fully budgeted within the approved structure.</p> <p>The HEE grant will be applied directly to the costs associated with this post. As a result, this will generate an underspend against the budget allocated to the post over the next three financial years.</p> <p>The table in the main body of the report demonstrates how the grant will be applied over this period. Column 3 (NHS funding applied) specifically identifies the savings against the Public Health base budget for each year.</p> <p>(Matthew Kearns – Finance Manager)</p>
<p>Legal</p>	<p>The grant is provided pursuant to the NHS Funding Agreement 2024 -2027 between NHS England and Council. The Council’s responsibilities are set out in clause 6, and there are specific Apprenticeships provisions in Schedule 1 paragraph 13. The Council should confirm it has sufficient insurance cover required under clause 34. The Apprentice will be employed by the Council and I note HR has been consulted. The grant would not be a state subsidy as the recipient is the Council which is not acting as an “enterprise” as defined in the Subsidy Control Act. Acceptance of the grant and the recommendations of this report are lawful and compliant with the Constitution.</p> <p>Bryan Boese – Solicitor 16.12.25</p>
<p>Equality impact including implications for Children and Young People</p>	<p>There are no equality implications as a result of reallocation of this funding.</p>

Other	None
-------	------

Has the relevant Legal Officer confirmed that the recommendations within this report are lawful and comply with the Council's Constitution?	Yes
Has the relevant Finance Officer confirmed that any expenditure referred to within this report is consistent with the Council's budget?	Yes
Are any of the recommendations within this report contrary to the Policy Framework of the Council?	No

Background Papers under Section 100D of the Local Government Act 1972

1. Recruitment Form



Recruitment\_and\_  
Workforce\_Change\_

Report author sign-off	A. Tebay
Role	Head of Service Public Health
Date of sign-off	8 <sup>th</sup> December 2025

<b>Approval</b>	
Officer approval sign-off	 Rebecca Fletcher
Role	Director of Public Health
Date of sign-off	17/12/2025