

Workforce –2007/08 Action Plan

3 Year Priority: Workforce data and planning				
Actions 2007/08	Performance Measures	By When	Who's Responsible	Cost
To extend membership to include all key partners	Membership of steering group extended	December 2007	Executive Head of Service Management	
Setting up project groups to meet 3 year priorities	Project groups set up	December 2007	Executive Head of Service Management	
Communicating the workforce strategy	Involvement of children, young people and families and stakeholders through Communication plan	ongoing	Executive Head of Service Management	
Develop a consistent approach to workforce data collection for more accurate picture of workforce.	Assessment rating on 'Steps for Excellence Model' improved	March 2008	Executive Head Service Management	
Develop database for collation of information on children's workforce	System in place	March 2008	Executive Head Service Management	
3 Year Priority: Improve recruitment and retention				
Actions 2007/08	Performance Measures	By When	Who's Responsible	Cost
Analysis undertaken of recruitment and retention issues	Analysis undertaken to be agreed	March 2008	Head of Human Resources ASSH and Children and Families	
Agree a more joined up approach to recruitment and retention across key partners delivering children's services.	Strategy agreed with action plan	March 2008	Head of Human Resources ASSH and Children and Families	
Common Core of Skills and Knowledge incorporated into new job descriptions in children's services	Review of new format job descriptions to be rolled out in new roles in children's services to be agreed and through CWDC roles in voluntary sector	March 2008	Head of Human Resources ASSH and Children and Families	
Agree work plan to attract a more diverse workforce	Action plan agreed	March 2008	Head of Human Resources ASSH and Children and Families	

3 Year Priority: Develop training and development

Actions 2007/08	Performance Measures	By When	Who's Responsible	Cost
Induction module common to all children's workforce included in all children's services	Induction module developed	March 2008	Chair Joint Training and Development Sub -Group	
Agree common training priorities for the children's workforce	Joint Training Strategy developed for 2008-09	March 2008	Chair Joint Training and Development Sub- Group	
Develop child awareness in those whom work primarily with parents/carers.	Audit and mapping gaps of child protection awareness against local standards for LSCB	March 2008	Trainer LSCB	
Continue development of training group into Joint Commissioning Group for training across the Children's Workforce	Group is commissioning training and has agreed policies on the provision of resources	March 2008	Chair Joint Training and Development Sub-Group	
Promote inclusion through disability and special needs awareness across the children's workforce.	Inclusion promoted through range of actions and measured through feedback from children, young people and parents.	March 2008	Sutton Disability Partnership for Children and Young People Manager	
Develop SCYPP website to include access for common processes to other agencies training	Access in place	September 2008	Strategic Development and Planning Manager	
To commission training for managers across children's agencies on the Common Core of Skills and Knowledge and Champion Children	Training commissioned and delivered	December 2008	Chair Joint Training and Development Sub-Group	
Develop knowledge within the children's workforce on the key crosscutting priorities of parenting, bullying, domestic violence and transition.	Conference on Bullying planned by LSCB Cross cutting priorities to be addressed within induction module	November 2007	Trainer LSCB	

3 Year Priority: Strengthen inter-agency and multi-disciplinary working and develop new workforce roles

Actions 2007/08	Performance Measures	By When	Who's Responsible	Cost
Increase capacity in the workforce for children with additional needs at stage 2/3 Child Concern Framework	Increased resources at stages 2/3 identified to support further early intervention	March 2007	Executive Head of Service Management	
Build capacity and skills in workforce through developing schools family support service	25% of schools commissioned Schools Family Support Service	March 2008	Executive Head of Children and Families	
Build capacity and skills in the voluntary sector workforce	Improved participation for vulnerable groups of children and parents in place	March 2008	Strategic Development and Planning	
Develop the workforce to support multi-agency problem solving to support the Children and Young People's Integrated Support Panel (CYPISP)	Panels reviewed integrated commissioning on front line mainstreamed	March 2008	Strategic Development and Planning	

3 Year Priority: Embed integrated processes across agencies

Actions 2007/08	Performance Measures	By When	Who's Responsible	Cost
Ensure understanding of the Child Concern Framework across those working with children and their families.	Include in integrated training and in integrated induction module	April 2007 ongoing	Strategic Development and Planning Manager	
Develop a competency framework based on the common core of skills and knowledge to support implementation of the CAF and Lead Professional Role.	Competency framework developed Feedback from evaluation of implementation	December 2007	Strategic Development and Planning Manager	
Workforce analysis undertaken for ContactPoint	Workforce analysis undertaken for ContactPoint and fed into workforce planning across children's services	March 2008	Head of Policy and Research	

3 Year Priority: Promote stronger leadership, management and supervision

Actions 2007/08	Performance Measures	By When	Who's Responsible	Cost
Incorporate Championing children into JD Managers across children's workforce and into management development programme	Work completed	April 2008	Executive Head of Resources/Head of ASSH and Children and Families	
Identify and foster career paths across and within children's services	Services identify how to implement the common core of skills and knowledge	April 2007 ongoing	Executive Head of Service Management	