

**Meeting of Sutton Children and Young People's Partnership  
Children's Workforce Development Group  
Held on 11 July 2007 at 2.00pm in Room 2, Civic Offices**

<b>Present</b>	*	Stephen Ingram	Executive Head, Service Management (Chair)
	*	Susanna Bennett	Deputy Director, SCVS
		Cathy Brearley	Schools Workforce
	*	John Cairns	Connexions Manager, Sutton
	*	Corinne Delahunt	Head of Policy and Research
		Kate Enver	Head of HR, ASSH and Children's Services
	*	Sally Goodman	Strategic Development Manager, C&F
	*	Anne Gould	Training and School Governance Manager
	*	Sharon Jefferies	Early Years and Childcare
		Allison Jones	Extended Services and Early Years Manager
	*	Ian Lewis	Adoption and Fostering Manager (Chair of the Joint Training Group)
		Maureen Prewer	Assistant Director, PCT
		Toby Price	Disability Partnership Manager
<b>Attending</b>		Chris Roe	Jigsaw

**1. APOLOGIES**

Cathy Brearley, Allison Jones.

**2. MINUTES OF LAST MEETING AND MATTERS ARISING**

Minutes – agreed.

Matters Arising

Page 2 Minute 3 – it was confirmed that Glenn Jones has circulated the descriptors. It was unclear how far Cathy Brearley and Anne Gould had got on the assessment. Sally Goodman also confirmed that information for the Workforce Strategy was still outstanding from the Police and CAMHS. It was suggested that Maggie Langridge be contacted for the CAMHS information and Dave Gair be approached for the Police details. Stephen Ingram confirmed that he would intervene if information was not received shortly.

**Agreed that Sally Goodman:**

- chase Cathy Brearley and Anne Gould for an update on the assessment:
- chase CAMHS and Police for outstanding information.

**3. DRAFT WORKFORCE STRATEGY CONSULTATION**

Stephen Ingram and Sally Goodman had written a report that had been

considered by CMT on the draft Workforce Strategy. CMT had welcomed the report and the Strategy and had made one or two comments, which had been followed up.

The Children's Workforce Strategy was a crucial element to the Children and Young People's Plan and important to the APA process in October. The decision had therefore been taken to give a short consultation period until the end of July for the draft Strategy.

Given the tight timescales, it was important that colleagues and partners ensured all their staff were able to comment on the document. Susanna Bennett confirmed that she had forwarded it to the voluntary sector and it would be discussed at their meeting later this month. Sharon Jefferies offered to place the draft Strategy on the Children's Information Centre website and let the PVI sector know it was there.

The Strategy would be updated following the consultation period and then submitted to the Executive for approval in September. Stephen Ingram thanked Sally for all her work in taking this forward.

#### **4. WORKFORCE PRIORITIES FOR 2007/08**

Stephen Ingram commented to those present about the capacity to deliver the action plan linked to the Children's Workforce Strategy and more corporate engagement and ownership was required to deliver on the Strategy. This was being pursued by Stephen in liaison with Ian Birnbaum.

##### Data Collection

Discussion was had around data collection and the offer from Jenny Wood at the last meeting to take this forward. Corinne Delahunt confirmed that Jenny was still committed to undertaking this work in conjunction with the workforce analysis required for the national ContactPoint project. Discussion was required between Jenny, Corinne and Sally on the requirements of the Children's Workforce Group in terms of data and how these could be incorporated into Jenny's work.

It was noted that whilst Jenny could support this initial data collection and the Policy and Research Team could develop a database to store this information, ongoing resource was required to maintain the data.

**Agreed that Sally, Jenny and Corinne meet to confirm the requirements of the workforce data collection.**

##### Action Plan

The sub-group discussed the draft action plan and made several comments and amendments that would be incorporated into the current draft. Ian Lewis confirmed he had already worked on the development and training section and this would be considered by the Joint Training

Group next week. Stephen Ingram confirmed he would be taking the final action plan to CMT for further discussion on delivery and resources.

**Agreed that:**

- **Sally and Corinne update the action plan following the discussion;**
- **Stephen take the updated action plan to CMT for discussion on delivery and resources.**

**5. UPDATE FROM JOINT TRAINING GROUP**

Ian Lewis gave an update on the work of the Joint Training Group, including the action plan, which would be discussed at the next meeting. Three multi-agency training sessions had been set up and advertised for the Autumn on the 'Common Core' and 'Championing Children.' Stephen Ingram queried the inclusion of Members in these events. It was felt that there were significant capacity issues in delivering these events and it would not be feasible to include a further event for Members.

Resourcing these events was acknowledged to be a real challenge and it was suggested that Stephen raise this issue when discussing the action plan with CMT.

**6. REVIEW OF FAMILY PLUS PILOTS FUNDED BY CWDC 2006/07**

Susanna Bennett and Chris Roe updated those present on the review of the Family Plus pilot. The voluntary sector had received £25k from the CWDC to build capacity in the PVI sector and to develop the skills of the voluntary sector at stages 2 and 3 of the child concern framework. This was achieved through the employment of a support worker in two primary schools to work with parents.

The project had been successful in some elements and had presented challenges in other areas. The service was up and running quickly due to the availability of experience staff and had developed partnership working within the voluntary sector themselves. Training on CAF had been timely to engage workers and skills required were engaging hard to reach parents and working with skills.

Stephen Ingram commented that it was important that the lessons learned from this project, both positive and challenging, should be learnt from when progressing similar projects. The report was helpful in this regard and now it had come to this Sub-Group, it could be made more widely available.

**7. NEXT MEETING**

Monday 24 September 2007, 2-4pm, Civic Room 4