

**Meeting of Sutton Children and Young People's Partnership  
Children's Workforce Strategy Group  
held on 26 March 2008 at 10.00 am at 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
	*	Kate Enver	Head of HR, ASSH and Children's Services
		Maureen French	Assistant Director, PCT
	*	Sally Goodman	Strategic Development Manager, C&F
	*	Anne Gould	Training and School Governance Manager
	*	Ian Lewis	Adoption and Fostering Manager (Chair of the Joint Training Group)
		Toby Price	Disability Partnership Manager
	Christine Taylor	Lead Inspector, Early Education	
<b>Notes</b>		Anne Gould	

**1. APOLOGIES**

Joan Martin

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

Agreed.

**3. MATTERS ARISING**

**Data Collection** – Cathy reported there was some national awareness of the problem of having two data sets. Kate reported some success in Adult Social Care in collecting data from the PVI, but this had been funded to some degree. Unfortunately, there was no funding for the schools to gather their data, although the work was getting under way. This whole area needed to be included in the action plan for the coming year. A review of the criteria was needed for the different data sets before gaps in the data could be looked at. This would need to be taken step by step as it was a huge task and we would need to start somewhere.

**Agreed: To include in Action Plan for next year.**

**4. COMMUNICATION**

Corinne Delahunt and Joan Martin had improved the web page on the Sutton Intranet before Corinne went on Maternity Leave. An article had also been published in Insight. The web page was also available on the Sutton internet in an amended form.

Stephen had seen a demonstration of the new Sutton internet site which looked good. The consensus was that we needed one site with proper links, and to research where most people would look first.

**Agreed: Stephen would pursue the issue of how the website/internet issues were being pulled together corporately, how we worked with that and also talk to Westminster about how they could support us.**

## **5. REVIEW OF CYPP**

The workforce elements of the plan needed to be reviewed. Comments were requested.

The review would go to SCYPP on 2 April, then to CMT on 9 April and to The Executive in May.

There was discussion about the format not being “strategic” enough as it was currently in “silos”. Kate suggested it could be progressed by bringing it into line with the Action Plan with a more thematic approach. She volunteered to write a reformatted version for people to comment on as soon as possible.

**Agreed: Kate would progress and everyone would populate the template urgently.**

## **6. WORKFORCE ACTION PLAN**

Kate explained the draft document which was tabled. This would need to be in place as soon as possible. The group went through the draft plan and either gave Kate feedback on each action, or information on the contacts she needed to make to get the necessary information on progress.

## **7. JOINT TRAINING GROUP**

Ian expanded on his paper, particularly the three options in the final section. Kate felt that there was scope for further discussion on the first option because, with the proper infrastructure, it could be self sustaining. The group agreed with that approach.

**Agreed: Kate, Ian and Stephen would discuss further outside this meeting.**

## **8. LOCAL SOCIAL PARTNERSHIP**

The LSP group with representatives from the Local Authority, Unions and Governors had had an initial meeting and further work would be undertaken on clarifying its role and membership.

## **9. SHORT BREAKS PARTHFINDER – WORKFORCE ISSUES**

Toby had circulated a paper. Sutton was a pathfinder for this project.

There was a need to ensure that the work was owned across the whole partnership. One suggestion was to table the paper at SCYPP or email it to members.

There was also discussion about joining roles with responsibilities across the Children’s Workforce. It was felt that this would be a useful longer term aspiration, but it was important to ensure the post was focussed on short breaks.

It was agreed that while the post holder would have a specific role they would

also need to engage with the wider children's workforce development group.

**10. ANY OTHER BUSINESS**

- Ian had had a meeting with private providers who would be interested in joining the group.
- Kate suggested that we could also engage via PVI forums and possibly ask for representatives on specific items.

**11. FUTURE MEETING DATES**

No changes were made to the following dates:

21 May	2.00-4.00 pm	Civic Meeting Room 4
9 September	2.00-4.00 pm	Civic Meeting Room 4
4 November	10.00-12.00 pm	Civic Meeting Room 4