

## MINUTES OF CHILDRENS WORKFORCE TRAINING GROUP

Date: 9<sup>th</sup> February 2011  
 Time: 9:30am – 11:30am  
 Venue: The Education Centre, Norton

### DETAILS OF NEXT MEETING

Date:	April 13 <sup>th</sup> 2011	Time: 09:30 – 11:30
Venue:	The Education Centre, Norton	

### 1) Attendance at Meeting

#### TTGroup Members

Name	Title	Representing	Present	Apologies
Lindsey Robertson	Named Nurse - Child Protection	North Tees and Hartlepool NHS Foundation Trust		✓
Julie Henderson	Senior Nurse Safeguarding Children	Lindsey Robertson, North Tees and Hartlepool NHS Foundation Trust	✓	
Alan Sheppard	Deputy Head of Training & Development	North Tees and Hartlepool NHS Foundation Trust		✓
Caroline Wood	Housing Options Manager	Housing	✓	
Eric Jewitt	Specialist Adviser - Workforce Development	Children's Workforce Development Team	✓	
Andy Hatley	Information and Guidance Development Manager	Stockton Integrated Youth Support Service	✓	
Jill Armstrong	Training Development Manager	Probation	✓	
Madeleine Massey	Co-ordinator	Further Education	✓	
Theresa Flaherty	First Contact Adviser/Trainer	TEWW NHS Foundation Trust		✓
Jane Smith	Sexual Health and Relationships Trainer	SBC Teenage Pregnancy Team		✓
Pauline Beall	Business Manager	SLSCB		✓
Bernice Gallagher	Children's Services Manager	NSPCC		
Kaye Pickering	Parenting Coordinator	CESC Strategy		✓
Linda Sandbach	Review Unit Manager	CESC Strategy	✓	
Stephanie Smith-Paul	Training and Development Manager	Children's Workforce Development Team	✓	
Jane Wiles	Assistant Designated Nurse Safeguarding Children	PCT	✓	
Kim Staff	Service Manager – Family Support	CESC	✓	
Jane Reynolds	School Workforce Adviser	Children's Workforce Development Team	✓	
Tracy Roberts	Capacity & Engagement Worker	Stockton Residents Community Group Association	✓	

#### SLSCB Staff

Name	Title	Representing	Present	Apologies
Jo Hay	Administrative Support Worker	SLSCB	✓	

**No.      Agenda Item** **Action**

**2      Minutes of Meeting held on: 15<sup>th</sup> December 2010**

Minutes of the last meeting were agreed as true record with one amendment as follows:

SSP queried the wording around the CAF update which stated 'The Children's

Workforce Development Team has now stopped offering CAF training; this was good training but lacked clarity around how it fits into the Continuum of Need Policy'. SSP felt that the training was being criticised, she clarified that the training was stopped by request as further clarity / information was needed around the Continuum of Need Policy which was not in force at that time.

### 3 Matters Arising

- 3.1 Facilitated Thematic Drop in Sessions Update – SSP advised that there are currently drop in sessions planned for Private Fostering and Managing Allegations Against Staff, Carers or Volunteers and the team are also looking at other topics.

The group were asked for any other topics they felt would be suitable for drop in sessions, the following suggestions were made;

- Teenage Pregnancy
- IRO responsibilities
- Health & Safety
- Awareness of the Continuum of Need

With regard to Health & Safety discussions followed around whether this would be part of corporate training rather than Childrens Workforce Training. EJ would look into how safeguarding could be built into a Health & Safety Drop in Session. EJ explained that this group is focused on Multi Agency Safeguarding training as a broad remit.

KS felt that staff were still not aware of the Continuum of Need despite it being circulated several times. EJ agreed that it is a key document which all agencies are working to and there is a lack of awareness around it. LS stated that she felt there were issues around Multi Agency ownership rather than non awareness of this document. EJ stated the training around the Continuum of Need could be twofold i.e. sessions around awareness but also around some key issues such as Step Down CAF. SSP advised that they are currently developing some training around the Step Down CAF.

EJ advised that they are also looking different venues i.e. Hardwick Green School have rooms which could be available to hire. Any offers or suggestions, preferably for free, could be feedback through EJ, SSP or JHa

- 3.2 EJ advised that the discussion around basic safeguarding for housing has not yet taken place and he will endeavour to agree a meeting date with CW by the end of this week. EW/CW

- 3.2 EJ has been advised by Jason Dickson that Jayne Downes (JD) is the Police Representative of this group rather than Matt Murphy King and EJ will follow this up so JD can attend future meetings. There are still ongoing discussions regarding the Police and CAF. KS advised that there are issues with different authorities doing different things, e.g. Middlesbrough has a panel for CAF, the Middlesbrough Police use Pre CAF 1 and then the Panel decide who will pick up the CAF assessment. KS felt that the Police were picking up the pace regarding CAF and are fully committed but there is a lack of training for the Police on the beat. They are probably able to complete CAF1 and advised that this is an ongoing process. EJ

- 3.3 Organisational Health Check Update:

SSP explained to members that the SWRB have given 8 standards for employers, the consultants working with us regionally have been tasked with concentrating on

just 3 of them:

- Regular and appropriate supervision
- Opportunities for CPD, research & guidance
- Effective partnerships with HEI's with regard to the degree & CPD

Feedback is to be given to the SWRB by the end of March with particular reference to the effectiveness of standards to improve working conditions for SW's (particularly impact & finances) and how implementation can be made consistent.

- 3.4 CAF Update – KS advised the group that there has been a positive response to the training so far. The first training for Champions has taken place which was very well received. Further dates have been made for the Lead's training as they have been inundated. As a result, there has been an increase in CAF referrals especially from schools although not many from Health, Police and Probation. More people have been utilising Mandy Morris the CAF co-ordinator by asking for advice.

JW advised that they are looking to improve their use of CAF and have requested statistics to show how many CAFs have been completed by Health, as this will enable them to set realistic targets to increase the numbers of CAF in the future. KS advised that in 1 year they only had 15 CAFs from Health.

JA advised that CAF has been raised with Lucia Saiger – Director of Operations, Probation, they have been rolling out training around safeguarding as well as CAF and discussions have taken place around the pre-CAF. JA felt that as Probation is seen as an Adult Service, sometimes the focus is not always on the children but this is something that they are trying to change.

KS explained that Champions are senior managers on the Board or the CTB and it is their responsibility that CAF is implemented in their area. There are then Leads within each setting who can come to the training to gain good knowledge of CAF to enable them support anyone in their area completing CAFs. KS felt that the more we can monitor who is completing the Lead training the more information can be fed back to the Champions. TR is to discuss with Mandy Morris regarding the Leads within the Community & Voluntary Sector.

AH joined the meeting

#### **4 Tees Valley Conference - Neglect**

EJ advised colleagues of the Tees Valley Conference on Neglect.

The date will be in May 2011 but this is not yet confirmed. Redcar & Cleveland and Middlesbrough started the ball rolling with this and neglect is a high priority. Hartlepool are not involved with this as they have already progressed with their own conference. There will be 30 places per authority on a first come first served basis. The conference will be over and above the training we already provide. Once the date is confirmed the information will be passed to colleagues to be cascaded down. JW queried what level of staff the conference aimed at. SSP felt that it would be high level practitioners in addition to managers and further information regarding the target audience would be confirmed and circulated when more information is known.

#### **6 Multi Agency Training Programme 2011 2012**

SSP circulated the outline proposed training plan for 2011 – 2012

SSP advised that as they received good feedback from last years training much of the training has stayed the same. The group was asked if they could identify any gaps in this plan or if they have any further suggestions. SSP included in the plan whether the training was delivered internally or externally, this would enable the group members if see if they were able to offer any assistance in the delivery of their specialised areas.

SSP queried whether anyone knew of anyone who could deliver training on Fabricated and Induced Illness and JW said she would be able to provide a contact name to SSP for this.

CW suggested offering training around Young Carers. JW raised the point of linking training directly to the recommendations of Serious Case Reviews and advised members of an unfavourable article in the Gazette regarding a recent Serious Case Review. LS suggested drop-in sessions could take place after a Serious Case Review to show that tangible actions have taken place and JW agreed this would be useful.

CW advised the training that PB had recently delivered to Housing had been well received and incited a lot of discussion. EJ felt that the training needs to be monitored to ascertain what impact the training has had after 3 months.

Discussions took place around training regarding BME and the impact of increased refugees; new communities are immersing within communities as the Home Office tend the house nationalities together enabling agencies to target services around their needs.

Members discussed the cost of the training brochure and EJ advised that there has been a good response from the flyers which are distributed. One of the aims of having the information available is that when staff appraisals are taking place there should be a discussion around training and both the staff member and their manager should know what is available to them.

LS suggested that some training could take place around enabling people to speak up in meetings and have their voice heard as she felt that some people do not feel able to express their view and felt they could not challenge. LS felt that they need to know the procedures if they are not being listened to. JH felt that Health Visitors and School Nurses do not feel they have the ability to speak up and will often refer situations to her rather than deal with them. TR felt that the training could be aimed towards the managers to encourage them to listen more and take on board their colleague's comments and felt that sometimes even the most confident person can be de-empowered in some situations if they felt their views were not being heard.

Members agreed dates of the training need to be circulated as soon as possible to enable people to plan their diaries.

AH requested that the training plan is forwarded to the group members electronically so it can be cascaded to their teams.

JoH

### **7 Tees Valley Workforce Development**

EJ provided a verbal update on the Tees Valley Workforce Development

The Directors of Adult & Children' Services have met on a sub regional basis (5 authorities) and also on a regional basis (12 Authorities) to look at where savings

could be made and resources could be shared. The group are to look at what shared programmes can be developed without losing the strategic group input.

There are plans to resurrect the Tees Valley Safeguarding Group and EJ will be contacting the 5 Business Managers and the Training Task Group Chairs to pull it all together and look at the shared resources which should make savings. At present all 5 areas develop their own programme of safeguarding training.

EJ advised he would be happy to receive any feedback or information members have picked up elsewhere.

### **8 Mandatory Multi Agency Training**

EJ suggested that a small group comes together to discuss this further and put something together to go to the Board. JW, KS, CW and AH volunteered to form this group and any information would be shared with the group members before going to the Board.

JW, KS,  
CW, AH

### **9 NESCT Minutes 2010**

The NESCT minutes were circulated to the group for information.

This regional group was started as group of interested parties who got together and the group is still in its infancy with representatives from across the Tees Valley. EJ will explore this more to see if each of the 5 authorities are represented.

SSP explained to the group that NESCT do not provide training, they provide consistency around training. They devised a neglect course which was given back to the Boards, this course was then tweaked and also changed to include any recommendations / issues from our Serious Case Reviews. It was felt that this was a useful group as they come up with resources we might not be aware of i.e. training packs/CD's. Neal McCarthy was our previous representative but has now left that post and a new representative would be agreed in time for the next meeting.

TR raised point 8 of the minutes and queried whether any further information regarding the Free Sexual exploitation Conference was known. SSP will find out and circulate any information to the group.

SSP

### **Standing Items**

#### **A1 Partners Workforce Issues**

A1.1 TR advised the NSPCC are issuing a tool kit which consists of a blue bag containing training materials/resources. These can be given out to front line staff and can be used as a stepping stone to further training. EJ requested a pack to share with the group

TR

A1.2 EJ advised there are changes taking place in many of the agencies with regard to funding/staff which is causing plans for training to be in limbo.

In addition to the lack of funding, this also has a knock on effect for people being released from their work place to attend training so EJ is currently looking a training taking place at different times, i.e. evenings or weekends. The main aim is still to provide multi agency training however there may be occasions where bespoke training is provided i.e. to schools.

#### **A2 Children's Workforce Development Strategy/Steering Group**

## **B Updates**

### **B1 From and to the Safeguarding Children Board and Children's Trust Meetings**

EJ provided information on reports discussed at the last Board meeting.

One report provided details of budget and contributions from agencies showing training costs etc and this ensued an interesting discussion by board members.

There is still ongoing discussion regarding a review of the charging policy for training. Jane Humphreys recently had a meeting with school representatives to discuss the range of Services to Schools and the potential for charging in the future. The biggest issue is whether the school will still attend training if it is not free however they will need to have the training in place for when they have an Ofsted visit.

LS felt that there could be issues around whether the correct people will be sent on the training i.e. dinner ladies rather than Department Heads. This would be down to individual Heads of Schools. Members felt that mandatory safeguarding training should be provided for free. Schools may have the option to top slice their budget or charge per person.

Serious Case Reviews always highlight training and many people benefit from Multi Agency Training as people can learn from finding out about different agencies perspectives.

Members discussed the importance of having the correct people on training. KS highlighted how effective Housing staff are and how far they have moved on since starting Safeguarding Training. LS commented that we need to empower people through training and ensure they are receiving the correct response when making referrals.

### **B2**

#### **Sharing the Learning Update**

Members agreed the planned dates for the sharing the learning sessions and agreed the first one would be the Serious Case Review by PB

## **C Any Other Business**

- C1** EJ advised that Helen Woolley has now started in the Workforce Development Team as a Trainer.

### **Childrens Workforce Training Group Meeting Dates for 2010 /11**

NB all meetings are held 9:30 – 11:30 at The Education Centre, Norton unless notified otherwise.

Wednesday June 8 <sup>th</sup> 2011
Wednesday August 10 <sup>th</sup> 2011