

Date: 10th August 2011
 Time: 9:30am – 11:30am
 Venue: Room L The Education Centre, Norton

DETAILS OF NEXT MEETING		
Date:	12 th October 2011	Time: 09:30 – 11:30
Venue:	Room L The Education Centre, Norton	

1) Attendance at Meeting

TTGroup Members

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

Guests / Speakers

Representing	Title	Name

Actions from CHILDRENS WORKFORCE TRAINING GROUP Meeting 10.08.2011

Action	When	Completed
PB to update CT Action Plan	10/08/11	Yes
All to respond to Tees Procedures email	15/11/11	LS, JS, PB
All to review evaluation sheets and send comment to JR	ASAP	
JS to provide dates available for Sharing the Learning	ASAP	Yes, dates being arranged

No. Agenda Item

2 Minutes of CW TG Meeting held on: 8th June 2011

Minutes Agreed

3a Matters Arising from 8th April 2011

3.5 CWDC –

- a. Grant allocation still not fully resolved. Social Care 1st payment received.
- b. 2nd payment to be accessed when Social Work Improvement Advisor from provided list identified by Head of Children & Young People's Operational Services CESC.
- c. 5 months into the year the Early Years funding has not been identified which has relevance to the Early Years EIT Review.

4 Tees Valley Training Workforce Development Update

4a LSCB Multi Agency Safeguarding Training

Overview provided of progress to date including data re course programme, attendance and cost per head. Next stage is looking at structures and hidden costs. Business options case will be presented to LSBCs in due course.

Agreed quality shouldn't be forgotten or lost when considering options.

5 CT Action Plan

12.8.2 Agreed:

- a. CP Register Check slide should be incorporated in to all training courses.
- b. Article to be included in next Safeguarding Briefing
- c. Request that question regarding whether child or other members of family have a CP Plan or have previously had one be include again on Referral & Information Record
- d. LS to discuss process for 'register' checks with LA & KS linked to First Contact & CAF respectively.

12.8.3 & 12.8.4 Agreed

TTG / LSCB Multi Agency training doesn't provide Adoption training therefore suggest that general need to share information promptly and appropriately to be reinforced in training programmes.

12.8.5 Agreed

TTG 10/8/11 – Agreed same as 12.8.2

PB to update CT Action Plan

6 Impact of Evaluation Training

6a Presentation from JR.

Agreed good tool not only for evaluation purposes but to keep focus on task in hand.

6b CWD are reviewing the evaluation forms they use. Comments on current forms plus any examples that can be sent to them welcomed.

Forms attached to minutes. Please send comments and examples to JR @ CWD EDC.

7 Tees LSCB Procedures

Email issued 26/7/11. Meeting now taking place 16/8/11 which is earlier than anticipated with LSCB Managers, Chair of Tees Procedures Group and Company commissioned to produce .

Please respond to email asp with comments which PB can feed into the meeting.

MINUTES OF CHILDRENS WORKFORCE TRAINING GROUP

No. Agenda Item

Standing Items

A1 Partners Workforce Issues

Teenage Pregnancy: Children’s Trust board agreed that Sex and the Law course to be a mandatory piece of training for key, identified members of the children’s workforce (defined on attachment). Copy of training policy and booking form attached to minutes.

YISS - New structure will be in place 1st September. YOS are currently undergoing review.

Housing – Increased contact, therefore increase in referrals to CESC predicted.
Number of 16 & 17 year olds presenting as homeless has increased.

SRCGA – Safe Network training put on hld.
Tees Valley Community Projects require all applicant organisations to be able to evidence safeguarding training is in place for staff / volunteers.

Review Unit – 275 children currently have protection plan
20% are re-registrations

B Updates

B1 From and to the Safeguarding Children Board and Children’s Trust Meetings

B1a LSCB -

TTG submission made to Annual Report

B1b Children’s Trust –

No report

B2 Training Course

i Sharing the Learning Update

- a. 14 September to be cancelled and rearranged when JS is available. JS to provide dates.
- b. MAPPA now being delivered by Probation. Course needs to come through Sharing the Learning to ensure links to SCRs are made.
- c. Managing Meetings needs reviewing following requested amendments at the July session

ii Multi Agency Safeguarding Training Courses and Workshops September - December

Full information tabled which details registration to date.

TITLE	DATE	TIME
The Impact of Parental Mental Illness on Children & Young People	7/9/11	9.30 – 12.30
CAF Briefing	08/09/11	18.30 – 20.30
Children & Young People who Self Harm	12/9/11	9.30 – 12.30
Basic Child Protection	13/9/11	15.30 - 17.30
Sexually Active Young People & the Safeguarding Checklist	14/9/11	17.30 – 19.30
Neglect of children & Young People	19/9/11	9.30 – 17.00
Common Assessment & Lead Professional	20/9/11	9.30 – 12.30
Designated Safeguarding Children Officer’s Role	21/9/11	9.30 – 17.00
Common Assessment & Lead Professional	05/10/11	13.30-16.30
Children & Young People who display sexually harmful behaviour	05/10/11	9.30 – 17.00
Assessment and Risk Management of Adults who self harm	06/10/11	9.30 – 17.00
Physical Abuse	11/10/11	13.30 – 16.30

MINUTES OF CHILDRENS WORKFORCE TRAINING GROUP

No. Agenda Item

Keeping Children safe on the Net (E Safety)	12/10/11	13.30 – 16.30
Risk Assessment (Understanding Risk Assessment when working with Children, Young People and families)	13/10/11	9.30 – 17.00
The Impact of Domestic Abuse on Children & Young People	12/10/11	13.30 – 16.30
Basic Child Protection	9/11/11	9.30-11.30
Assessing the non abusing Parents / Carers capacity to protect	10/11/11	9.30 – 17.00
Neglect of Children & Young People	15/11/11	9.30 – 17.00
Bullying (including cyber bullying)	16/11/11	13.30 – 16.30
MAPPA (Multi Agency Public Protection Arrangements) Awareness Raising – Drop in Session	18/11/11	10.00 – 11.30
MAPPA (Multi Agency Public Protection Arrangements) Awareness Raising – Drop in Session	18/11/11	13.30 – 15.00
Introduction to Integrated Working & Information Sharing	22/11/11	9.30 – 12.30
Common Assessment & Lead Professional	23/11/11	9.30 – 12.30
Child Protection Conferences and Core Groups	06/12/11	9.30 – 17.00
Designated Safeguarding Children Officers Role	09/12/11	9.30 – 17.00
Managing Multi Agency Meetings	13/12/11	9.30 – 17.00
Common Assessment & Lead Professional	13/12/2011	13.30 – 16.30

- iii Review of Training Courses / Events Provided to Date
C'fwd to next meeting

C Any Other Business

C1 New Appointments / Vacancies / Leavers

New Appointments:

- Donna Westmoreland – Review Unit Administrator

Leavers:

- Donna Westmoreland – SLSCB Admin Support Worker.

Vacancies:

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C2 Information Emails

Noted

C3 Structural Reviews

Please continue to send in to SLSCB for circulation to TTG members.

C4 Agenda Items

Please send items you would like including on the next agenda to slscb@stockton.gov.uk

Childrens Workforce Training Group Meeting Dates for 2010 /11

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

Wednesday 12 th October 2011

Wednesday 14 th December 2011
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