

Solihull Children and Young People's Workforce Strategy - Action Plan for Year 2
April 2010 – March 2011

Workforce Planning and Recruitment					
Priorities	Actions	Timescales	Resources	Lead	Milestones / Commentary
1. Clear communication with the whole of the workforce	Deliver and review quarterly communications plans	Ongoing	none	Claire Moore/Claire Salter	Ensure that effective communication channels with the Unions are developed. 1 overarching plan for the Strategy to be developed, supported by plans for the key projects.
	Develop information media for the Children and Young People's workforce, inc leaflets & web pages	July 2010	CWDC grant	Bernice Lingard	Web pages live (July) Training flyers (April) Training booklet (July)
2. Understanding our workforce	Develop Oracle as a multi-agency Learning Management System (LMS)	By June 2010	ContactPoint Grant / Surestart Grant	Nuzhat Hussain / Claire Moore / Andy Killeen	Training programmes to be covered are: ContactPoint, Common Induction, Integrated Working, Safer Recruitment. Further development work to take place with the LSCB to merge training data bases and LMS's
3. Planning our workforce together, ensuring quality and value for money	Roll out Trust workforce planning process – training & support for strategic leads	May 2010	None	Claire Moore	1:1 for early starters Standard templates Workshop for strategic leads
	Embed workforce planning in the Trust's Commissioning process	July 2010	None	Claire Moore / Teresa Scragg	
	Develop strategic workforce plan for Children's Social Work Services	June 2010	None	Michelle Whiting / Margaret Ruane	
	Develop strategic workforce plan for early years workforce	June 2010	None	Lorraine Lord	

Workforce Planning and Recruitment

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	Develop strategic workforce plan for the disabled children's workforce	December 2010	DCATCH	Judy Watts	Short Breaks workforce plan completed by May 2010.
	Develop a strategic workforce plan for IYS	December 2010	IYS	Shelley Ward	Pending appointment of IYS strategic workforce lead
	Develop a strategic workforce plan for the parenting support workforce	March 2011	Children's Centres Grant	Garry Coffey	Stage 1: North Solihull, by July 2010. To include training on Communicating with parents and IAG
	Develop a strategic workforce plan for the 3rd sector	May 2010	tbc	Charles Rapson	Limited funding from CWDC into Children's Trust's funding streams
	Develop a strategic workforce plan for the sport workforce	October 2010	Garry Coffee to support	Dave Turton	Focus on leisure workforce to follow – drama, arts, dance etc.
	Develop a strategic workforce plan for education sector	July 2010	TDA, NCL & CWDC grant	Kathy Slinn	
	Develop a training quality assurance process	June 2010	none	Bernice Lingard	
	Publish Solihull Workforce Model leaflet covering vision, behaviour, values, knowledge and skills for the core children and young people's workforce	July 2010	Children's Trust budget	Claire Salter	Common language, to be used for all recruitment to Children and Young People's Workforce.

Workforce Planning and Recruitment					
4. Recruiting the right workforce	Develop a recruitment strategy for the Children and Young People's Workforce	By July 2010	tbc	Jackie Berry / Bernice Lingard (CM to chair group)	Including: priority areas eg CSWS and Heads; ensuring equality and diversity; 14– 19 year olds (apprenticeships, work experience & job opportunities); worklessness
	Support partners to plan for safer recruitment (including Vetting & Barring) and monitor compliance	By September 2010	tbc	Ben Lewing	VBS goes live in July 2010.

Retention and Development					
Priorities	Actions	Timescales	Resources	Lead	Milestones / Commentary
5. Tackling Skills Gaps	Develop career progression pathways for Newly Qualified Social Workers	July 2010	CWDC	Margaret Ruane	
	Actions for workforce sectors to be determined by Strategic Workforce Plans				Including training plans
	Support partners to embed safer working practices,	By September 2010	tbc	Ben Lewing	Including L1 safeguarding training, CRBs, and supervision practice
	Conduct Training Needs Analysis (common core compliant) for all training to support integrated working :	By November 2010	n/a	Bernice Lingard / Safeguarding Training Officer	Common Induction (CI) Integrated Working (IW) Contact Point (CP) Safeguarding (SG) Information Advice and Guidance (IAG)
	Develop corporate parenting training plan	By May 2010	n/a	Yvonne Byrne	
	Ensure take-up of national Commissioning Skills 'development' programme	By September 2010	tbc	Claire Moore/Teresa Scragg	

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6. Training and Development to Support Integrated Working	Quarterly reviews of training to ensure learning outcomes dovetail with each other.	From March 2010	n/a	Bernice Lingard	IW/ Training/SG Training and Solihull Approach / Children's Social Work training.
	Review of Integrated Working Training	June 2010	None	Bernice Lingard	
	Develop a training quality assurance process		None	Bernice Lingard/LSCB	This will need to be applied to single agency L1SG training.
	Embed Solihull Common Induction	From January 2010	CWDC, Schools Forum, DCATCH, Sure Start, trainer pool	Rebecca Gunning	<ul style="list-style-type: none"> ▪ Engaging all stakeholders with clear communications ▪ Investigate delivery models ▪ Review CI module content ▪ Measures of engagement to be confirmed
	Roll out of ContactPoint training	From March 2010	ContactPoint Grant	Bernice Lingard	Appx 80% of the People Directorate have not got a CRB under 3 years old Measures of engagement to be confirmed
	Agree single Integrated Working Training Plan, including Safeguarding	By December 2010	Joint pool of trainers	Bernice Lingard LSCB Training officer	<ul style="list-style-type: none"> ▪ Safeguarding, IW training and CP training to all plan in a consistent way, using same timescale, process and a format ▪ SG training to consider interface between adults and children safeguarding, impact of domestic violence, and wider reach of training across the workforce.
	Publish Integrated Working Training booklet	June 2010	CWDC workforce grant	Bernice Lingard	

Leadership and Management					
Priorities	Actions	Timescales	Resources	Lead	Milestones / Commentary
7. Developing current leaders and managers	Develop a strategic workforce plan for leaders and managers	By April 2011	n/a	Claire Moore	<ul style="list-style-type: none"> ▪ Standard definition ▪ Mapping leaders & managers ▪ Mapping learning opportunities
	Develop and implement a learning and development plan for leaders & managers of 'Natural Communities'	June 2010	tbc	Claire Moore Rebecca Gunning	<ul style="list-style-type: none"> ▪ National College Leadership Programme ▪ LINCS Panels ▪ Commissioning
	Ensure take up of multi-agency NCL leadership and management programme	By July 2010	NCL	Lesley Heale	
	Implement safeguarding training programme for senior leaders & managers, including elected members & board members	From March 2010	tbc	LSCB training officer	<ul style="list-style-type: none"> ▪ CWDC developing a training programme for LSCB members ▪ Also to consider corporate parenting responsibilities.

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8. Developing future leaders	Map succession planning approaches and best practice in relation to training for future Directors / Assistant Directors of Children Services	By September 2010	n/a	Viv Lawrence / Derek Williams	<ul style="list-style-type: none"> ▪ Develop and implement a clear succession planning strategy. ▪ CWDC to guide this nationally, starting with Social Work Managers.
	Ensure middle managers and aspirant leaders and managers are exposed to the NCSL leadership and management programme	tbc	CWDC	Claire Moore	CWDC have been delayed in developing this programme