

**Confirmed Minutes of the Changing Lives:
Workforce Development
Change Programme Meeting**

held on 26 February 2007 at 2.00 pm

in Room 5, Compass House, Dundee

Present: Carole Wilkinson, SSSC (Chair)
Penny Curtis, COSLA
Alistair Gaw, SWIA
Mary Howden, SSSC
Ranald Mair, Scottish Care
Jan Miller, VSWDU
Bill Renfrew, SWSPD
Sandy Riddell, ADSW
Morag Robertson, SWSPD
Celia Rothero, Learning Network
Linda Walker, SIESWE
Keith Wilson, SPDS

In Attendance: Maggie Glenday (note taker)

1. Welcome

1.1 Chair welcomed everyone to the meeting, in particular new members attending for the first time.

2. Apologies

2.1 Apologies were received from Karen Lax, Gill Tucker and David Wiseman and Joy Barlow.

3. Minutes of the Previous Meeting (31 November 2006)

3.1 The minutes of the previous meeting were agreed as an accurate record.

4. Matters Arising

4.1 Appointment of new Chair to Scottish Social Services Learning Network, South East: The group noted the announcement regarding the appointment of a new chair was imminent.

Workforce Intelligence Group: Members noted that this group, chaired by B Renfrew, would be meeting within the next two weeks. One of the specific issues it would be looking at was data sharing.

Action

Item 5.8 (Workforce Planning): J Miller advised of the roadshows currently being undertaken in relation to this item.

Item 10.1 (VSDF): The group noted that the date to discuss the criteria for awarding funding in the final year was 3 April 2007.

5. Workplan

5.1 i) Draft Plan: Chair apologised for being unable to bring a draft workplan to the meeting and advised it was anticipated this would be brought to the next meeting. She advised the workplan would be based on the work undertaken at the Development Day with a mission statement around challenging and championing the sector. Chair indicated the workplan would detail strategic objectives and identify the different strands of work and how they would sit under each objective. It would also contain elements of the implementation plan and the various pieces of work within would be slotted in the workplan. She advised she would work on this with Karen Lax with a draft workplan would be circulated ahead of the next meeting.

**C Wilkinson/
K Lax**

ii) Confirm Sub Groups and Chairs/Leads: Members discussed the proposed sub groups with the Chair outlined the background to the proposed Strategic Review of Funding Sub Group, noting the issues which had been identified including fragmentation of funding, lack of strategic direction and inequities. Members agreed to oversee this work themselves rather than set up a sub group and agreed Funding would appear as a standing item on the group's agenda.

C Wilkinson

M Robertson updated the group in relation to the work she was undertaking as part of the Strategic Review of Funding. She indicated she hoped to meet shortly with M Docherty, SSSC (author of the original report) to discuss this matter.

**M Robertson/
M Docherty**

Chair advised the tight timescales for this piece of work and emphasised the need to make significant progress in order to ensure any request for additional funding could be put before the next spending review. She noted it was necessary progress should be made by early Autumn.

Members discussed sources of funding (including from the Funding Council), mechanisms for distribution across the sector and the skewed nature of current targeting (*ie* towards social workers). It was agreed M Robertson and

**M Robertson/
M Robertson/**

A Gaw to arrange a meeting to discuss access to funding from Health.

A Gaw

- iii) Learning Cultures Sub Group: Members discussed whether there was a need for such a sub group and whether work around this area could be covered by the main Group as it was an overarching theme which should permeate all discussions.
- iv) Recruitment and Retention Sub Group: Members noted the title of this group should be Retention rather than Selection as appeared in the minutes and Chair outlined the background to the formation of this group. She indicated she would ensure the notes of the Recruitment and Retention meeting which took place on 7 November 2006 would be circulated to new members.

Members discussed whether this sub group should be led by an HR person and the merit of having a representative from Local Authority on the group. K Wilson agreed to canvas his colleagues at SPDS regarding providing a chair for this sub group.

K Wilson

- vi) Connections: Chair advised two other meetings had taken place as part of the *Changing Lives* agenda and updated Members as follows:

- a) SW Forum Chaired by Hugh Henry where discussions had taken place on national priorities, Practitioner Forums and mechanisms for increasing the pace of change.

- b) Chairs of each of the Change Programmes met and at the request of the Service Improvement group had examined issues around personalisation, what it meant and the implications for all the workstreams. Chair indicated a piece of work was being undertaken around this topic which would be brought to Members.

The Chairs received a presentation on Learning Frameworks on behalf of this group. They had also looked at linkages and connections between groups, emphasising the need to ensure the different workstreams were kept abreast of each others work. All Working Groups have agreed to produce and circulate speed notes. Members of the Workforce Development group thought these would be useful to them and they agreed to circulate speednotes of the meeting.

- iii) Format of Next Meetings: Following discussion members agreed it would be helpful if future meetings were a mix of business and workshop/discussion.

6. Change Academy/Academic Leadership – Update Report

6.1 Chair advised that the work of the sub group was being led by Gill Tucker and was located within the Social Work Services Policy Division. As neither K Lax or G Tucker from the SWSPD were available to speak to this update L Walker, SIESWE outlined this new approach to problem solving and change as well as how a Change Academy for Social Work would work *ie* linked to some of the themes and issues around the new social work degree such as widening participation, increased involvement of users and carers and curriculum development. Members were advised funding for the Change Academy had been agreed by the Scottish Executive. Chair noted it was hoped this would not be a one off project but that future Change Academies which would bring in other stakeholders, involve employers and frontline staff would take place.

6.2 The group discussed:

- what future Change Academies might look like
- input from stakeholders
- criteria for selection of projects
- the need to ensure coherency
- the need for Universities to engage in partnerships
- the need for development for academics and college staff
- themes emerging from quality assurance of the degree

7. Change Programme Bids Submitted for Funding – Information

7.1 As agreed at the previous meeting Chair presented this paper which updated Members in relation to Change Programme bids for funding. The paper set out the projects which had been successful and the group discussed the merits and objectives of the various projects as well as the need for them to be involved in developing clear criteria and guidance for use when looking at bids for future years.

7.2 The group discussed publicising of the projects both via the Learning Networks websites and the *Changing Lives* website.

8. AOCB

8.1 National Strategy for the Development of the Social Services Workforce in Scotland: A Plan for Action 2006 – 2010: Survey Results

8.2 M Robertson outlined the background to this survey which sought to establish employer progress in delivering the requirements placed on them by the Strategy as well as its key findings.

8.3 The group discussed avenues and timescales for distributing the results of the survey and agreed to email M Robertson with the coming two weeks with their thoughts in relation to distribution of the results and identifying issues of particular significance.

8.4 Members noted it would be interesting to examine how training plans and workforce developments link to service planning.

9. Dates of Future Meetings

9.1 10 May 2007 at 10.00 am
5 September 2007 at 10.00 am
21 November 2007 at 10.00 am

9.2 Penny Curtis agreed to ascertain availability of COSLA Edinburgh as a venue.

9.3 The group discussed the benefits of having a further meeting and agreed to consider this proposal. [Note date in July has been offered].

All

P Curtis