

Draft Minutes of: **Employment Sub Group**  
Date: 6 December 2011  
Venue: Conference Room, Adult Social Care HQ, 15 Portland Sq, Carlisle

### **People who Attended**

Glover, Colin - Service Development Manager, Specialised Commissioning, A&LS [Chair] **[CG]**  
Green, Sue Marketing & Communications Director, The Oaklea Trust **[SG]**  
Sparke, Thalia - Curriculum Leader, Cumbria Adult Education Service **[TS]**  
Troughton, David - DMH Cumbria Care Locality Manager, Disabilities, Adult & Local Services **[DT]**  
Redpath, Clare - Management Support Administrator, Adult & Local Services [Minutes] **[CR]**

### **Apologies From**

Eacott, Sue - Project Co-ordinator, IPS and Shaw Trust **[SE]**  
Irving, Heather - Carer Representative from LD Partnership Board **[HI]**  
Leadbetter, Joanne - Professional Adviser, Connexions **[JL]**  
Longrigg, Jacq - IES Manager, Business Development Unit, Carlisle College **[JLo]**  
Quigley, Aidan - Disability Advisor, Job Centre Plus **[AQ]**  
Smith, Anya - Performance Improvement Officer, Adult & Local Services **[ASm]**  
Towers, Amanda - Corporate HR Learning & Skills Manager, Cumbria County Council **[AT]**

<b>Item</b>	
1.	<p data-bbox="188 1177 465 1222"><b><u>Introductions</u></b></p> <p data-bbox="188 1241 2107 1337">The chair welcomed everyone and apologies were received. Chris Darrall is attending today on behalf of Connexions to speak about Next Steps.</p> <p data-bbox="188 1356 1211 1401">The minutes of 25 October were read and understood.</p>

	<p><b><u>Matters arising</u></b></p> <p>CG directed the queries raised at the last meeting on page 4 to Amanda Evans, County Manager for Social Care who replied that Direct Payments are delivered in Childrens Services and that social workers should be advising service users of their RAS. If either of these are not happening, to advise Amanda Evans with more detail. Julian Legat, Service Development Manager, is the Adult Social Care link with the Carers Associations who will be aware of what is available to carers.</p>
<b>Item</b>	
2.	<p><b><u>Performance Monitoring</u></b></p> <p>Following the last meeting, the Performance Team met to discuss monitoring options and can report that:-</p> <ul style="list-style-type: none"> <li>• Requests will be sent out to providers every quarter for information on their clients including whether they've had a review in the last year</li> <li>• Less reliance on internal data, although clients still have to be open to adult social care for the national measure</li> <li>• Wider objectives to monitor those people who are appropriately employable</li> <li>• Aim to also give a broader performance picture rather than just within the definition of the national outcome measure</li> </ul> <p><b><u>ACTION</u></b></p> <p>SG will ask Andrew Shekell about the Provider Forum's response to the information request on employment monitoring. CR will forward an update to the providers involved in the monitoring.</p>

Item	
3.	<p data-bbox="190 248 667 288"><b><u>Round the table update</u></b></p> <ul style="list-style-type: none"> <li data-bbox="226 320 741 360">• <b>Connexions/Next Step</b></li> </ul> <p data-bbox="190 384 2145 767">Chris Darrall joined the group to discuss Connexions adult service, Next Step. It is a generic information service for people of 19 and over where the Professional Advisors will talk with the customer about their aspirations and what could help them reach their aspirations, matching their needs and help them consider what they could do. The service receives its referrals from JobCentrePlus, Connexions and those who come through the door. Often, the person is referred on to training providers like Carlisle College, GEM2 and System Group who provide courses in skills that could go on to help the person gain paid employment. First Step has access to a list of skills and knowledge courses and works in partnership with Adult Education.</p> <p data-bbox="190 791 2107 879">For further information, contact the Professional Advisors on 01228 596272 or local call 0800 100 900 for more details or visit their website:-</p> <p data-bbox="190 903 1933 951"><a href="http://www.connexionscumbria.co.uk/projects/Next-Step---Adult-information-and-advice.aspx">http://www.connexionscumbria.co.uk/projects/Next-Step---Adult-information-and-advice.aspx</a></p> <ul style="list-style-type: none"> <li data-bbox="226 1038 1171 1078">• <b>Cumbria Care DMH Supported Employment</b> <ul style="list-style-type: none"> <li data-bbox="331 1102 2074 1198">○ The supported employment model is continually being rolled out across the county with all staff now in place.</li> <li data-bbox="331 1222 1776 1262">○ Still working with Pirelli's and are looking at further job carving possibilities</li> </ul> </li> <li data-bbox="226 1286 629 1326">• <b>Adult Education</b></li> </ul> <p data-bbox="190 1350 2145 1398">Working with West House on a project that helps support people accessing communities like training on</p>

	<p>road safety so that individuals will not need paid formal support</p> <ul style="list-style-type: none"> <li>• <b>Right to Work</b></li> </ul> <p>The recycling project in the south lakes is successful and has had positive feedback. It provides volunteers placements which are not time limited and paid placements which are for a limited time.</p> <p><b>ACTION: SG</b> to look into the possibility of the model being duplicated in other districts.</p>
<p><b>Item</b></p>	
<p>4.</p>	<p><b><u>Employment Pathway</u></b></p> <p>Following feedback from the consultation, the commissioning of employment support as a standalone service is not going ahead, though support for people who wish to move into employment is being commissioned as part of day services which can be either venue or community based. The last employment group meeting agreed to reinstate the work of the pathway, however the providers sub group that developed the pathway asked that any further work on the pathway be suspended until the day services tender is at an end as the pathway will need to be reviewed at that time.</p> <p>It is likely that the employment pathway for people with learning disabilities will be reviewed with a more generic approach so the pathway can be applicable to all service streams.</p> <p><b><u>Day Service Tender</u></b></p> <p>As the employment support service will no longer be a stand alone service, the solution was agreed by the commissioners that the employment support will be built into the day service tender. The tender is now being advertised on the Chest and it will be up to the providers applying for the tender on how</p>

	<p>innovative they will be to provide the employment support.</p> <p>Cumbria Care are an in-house provider and unable to bid. It is hoped that the future providers of 3<sup>rd</sup> sector day services will work in partnership with Cumbria Care DMH Supported Employment Service.</p>
<b>Item</b>	
5.	<p><b><u>Individual Placement and Support IPS</u></b></p> <p>The Project Co-ordinator, Sue Eacott reported on networking to establish links/relationships with various agencies and gain a more in-depth knowledge of IPS and the method of delivery.</p> <p>The IPS Steering group are now looking to make the service sustainable for the future as present funding will stop in August 2012.</p>
<b>Item</b>	
6.	<p><b><u>Action Plan 2011-2012</u></b></p> <p>Priority One - Cumbria Care DMH rolling of their model of employment support – now Green</p> <p>Priority Two – HR sub group re work opportunities to seek approval from HCOP (merge 2 tasks together)</p> <p><b>ACTION:</b> CG to contact Amanda Towers, HR to discuss apprenticeship options</p>

<b>Item</b>	
7.	<p><b><u>Next Steps</u></b></p> <p><b><u>Action</u></b></p> <ul style="list-style-type: none"> <li>○ Request update on Shaddongate Building</li> <li>○ Invite HR (Adult Social Care &amp; Health ) to next meeting to discuss exploring job opportunities within CCC &amp; Health</li> <li>○ Invite social work practitioner to discuss what referrals to employment support are available</li> <li>○ Group to look into possibilities of an Employment Pack</li> </ul>
<b>Item</b>	
9.	<p><b><u>Date and Time of Next Meetings</u></b></p> <p>DATE OF NEXT MEETING – 10am start until 12pm, 3 February 2012, Conference Room, Adult and Local Services, 15 Portland Sq, Carlisle</p>

Meeting closed 15:30