

## Annex 2

<b>TERMS OF REFERENCE</b>			
<b>York Adult Care Workforce Strategy Group</b>			
<b>Objective:</b> To ensure that partners within the City are working together to develop a skilled, confident and competent social care workforce who are able to deliver truly person centred care, responding to changing needs and expectations, in order to improve the lives of people in York.			
	<b>ORGANISATION</b>	<b>POST HELD</b>	<b>NAME</b>
<b>Membership</b>	City of York Council	Group Manager, Home Care Services	Ann Ferguson
		Group Manager, Assessment and Personalisation	Ralph Edwards
		Assistant Director, Integrated Commissioning	Paul Murphy (Chair)
	Independent Care Group	Chief Executive	Keren Wilson
	York Council for Voluntary Service	Chief Executive	Angela Harrison
	Riccall Carers	Development Manager	Mike Richards
	Skills for Care	Area Officer	Rachael Ross
	York Hospitals Trust	Corporate Development Lead	Gail Dunning
	York Independent Living Network (YILN)	Trustee	Chris Edmondson
	Learning City York	Partnership Manager	Julia Massey
	Job centre plus	Account Manager, North Yorkshire & East Coast	Guy Richards
	York Carers Centre	Manager	Carole Zagrovic
	Joseph Rowntree Housing Trust, Care Services	Head of Quality & Compliance	Tracy Rose
	Your Consortium	Chief Executive	Sue Vasey
York St John University	Dean of Faculty, Health and Life Sciences	Prof. Pam Dawson	
University of York	Area Manager	Amanda Hullick	

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<p><b>Receives papers</b></p>	<p>United Response</p> <p>City of York Council</p> <p>North Yorkshire County Council</p>	<p>Manager, Workforce Development Unit</p> <p>Workforce Development Officer (Adults)</p> <p>Manager, Workforce Development Unit</p>	<p>Claire Smith</p> <p>Nigel Burchell</p> <p>Kate Helme</p> <p>Julia Spencer</p>
<p><b>Terms of Reference</b></p>	<ol style="list-style-type: none"> <li>1. To ensure the production of a partnership workforce development strategy and delivery plan;</li> <li>2. To monitor and evaluate the progress and impact of the Workforce strategy and delivery plan;</li> <li>3. To share resources, skills and expertise in order to support the delivery of the strategy;</li> <li>4. To establish agreed priorities within the context of the strategy;</li> <li>5. To commission training and development opportunities to meet identified priorities;</li> <li>6. To promote opportunities to increase joint learning, integrated working and multi agency training;</li> <li>7. To promote the involvement of those who use services, their families and carers in workforce development;</li> <li>8. To act as champions and raise the profile of the adult care workforce development agenda;</li> <li>9. To establish workgroups where relevant to support the delivery of the Strategy;</li> <li>10. To receive and progress specific queries and work commissioned by the Adults Commissioning Board;</li> <li>11. To progress the collation of data and other information relating to the adult social care workforce through the promotion and use of the NMDS-SC;</li> <li>12. To support the identification of additional relevant sources of funding to support the successful implementation of the strategy.</li> </ol>		
<p><b>Decision making</b></p>	<p>Decisions made by the WSG will be informed/underpinned by:</p> <ul style="list-style-type: none"> <li>• The vision, principles and priorities of the National Vision for Adult Social Care and the National Workforce Strategy;</li> <li>• Information and priorities from the local Joint Strategic Needs Assessment and Joint Strategic Health and Wellbeing Strategy;</li> <li>• Best practice and evidence of what works locally and elsewhere;</li> <li>• The views of those who use services, their families and carers;</li> <li>• The views of managers and practitioners from across the workforce.</li> </ul>		
<p><b>Role of Members</b></p>	<ul style="list-style-type: none"> <li>• To champion and raise the profile of workforce development within members' particular agency/sector/setting</li> <li>• To cascade information</li> <li>• To support the implementation of the strategy through working groups</li> </ul>		

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	<ul style="list-style-type: none"> <li>• To actively participate in the implementation of the strategy</li> <li>• To keep the strategy group informed about workforce development activities and issues within members' specific agency/sector/setting</li> <li>• To ensure that relevant sector specific strategies relate to the Adult Care Workforce Strategy</li> <li>• To attend meetings or nominate a suitable representative if unable to attend</li> <li>• To share resources, skills and expertise where relevant</li> </ul>
<b>Frequency of Meeting</b>	Approximately six times a year
<b>Accountability &amp; Reporting Arrangements</b>	Reports to: <ul style="list-style-type: none"> <li>• The Adult Commissioning Board – to be confirmed</li> </ul> Receives reports from: <ul style="list-style-type: none"> <li>• Relevant working groups</li> </ul>