

## Employment (16-24) and Income Maximisation

'One Norbiton' Sub Group Meeting

9.30am Friday 6 July 2012

Room B, Guildhall, Kingston

### Minutes

**Chair** - Ed Naylor (EN)

**Minutes** - Tony Willis (TW)

**Attendees:** Kav Dhillon (KD); Gita (G); Ann Cain (AC); Ann Mason (AM); John Hall (JH); Elaine Kennedy (EK).

**Apologies:** Tim Bell (TB); Simone Kay (SK); Katherine Greening - Anstee Bridge Project (KG)

1.	<p><b>Welcome and Introductions</b></p> <p>Documents distributed before and during the meeting: Action Plan – Draft2 Youth Contracts Offer (JCP) Kingston Labour Market Bulletin- May 2012 (JCP) Supporting our Young People and Families into Work – European Social Fund Projects in Kingston (14-19 Team)</p> <p><b>Action Point</b> – Read documents</p>	All
2.	<p><b>Action Plan</b></p> <p>Updated Action Plan was distributed following additions from KD, this was agreed as being appropriate for the group to take forward and was endorsed.</p>	
3.	<p><b>Partners</b></p> <p>Kingston Adult Education were named as one of the other partners and providers that address employment issues in young people, there are many others and the partner contact list needs to be updated and information on all of these needs to be captured.</p> <p><b>Action Point</b> - Send contact details of all partner organisations that are relevant to this group to TW to collate and provide to group members at next meeting.</p> <p>Community upon Thames are a social enterprise that JH has had contact with and they are involved in a number of initiatives that would be appropriate that the group is aware and involved with. For more information see <a href="http://www.communityuponthames.co.uk">www.communityuponthames.co.uk</a></p> <p><b>Action Point</b> - Arrange meeting with Community upon Thames and invite members of group.</p> <p>EN gave information regarding the Anstee Bridge Project following on from a meeting that he had with KG. Supporting schools in meeting the needs of 24 year 11 students in guiding them into further education, employment and/or training. For more information see <a href="http://www.ansteebridge.co.uk">www.ansteebridge.co.uk</a></p>	All  JH
4.	<p><b>14-19 Education, Employment and Skills Team (RBK)</b></p> <p>AC and AM gave overview of their service area within RBK and their partners.</p>	

	<p>They hold data regarding NEETs within Norbiton but this will have to be extracted by postcode. The issue of data protection will be raised to see what the situation is and how the group could move forward regarding information sharing as the group may wish to make contact with individuals for mentoring and other initiatives etc. JCP have strict data protection around this information.</p> <p><b>Action Points</b> – Ascertain current position regarding data protection and information sharing within RBK and JCP.</p> <p>Obtain all Norbiton postcodes and send to AC and AM</p> <p>The team work with Youth Support service but not face to face contact with NEETs, however contact is made through other mediums. School vocational work is carried out to improve employability and access to apprenticeships.</p> <p>Work Pairing – Six month trials for paid work experience running in tandem with training and mentoring being provided by partners.</p> <p>Chamber of Commerce engaged, team have a database of business employers who are involved in initiatives.</p> <p>There is not a lot of capacity within the team ie only AC and AM</p>	<p>KD AC AM TW</p>
<p>5.</p>	<p><b>Norbiton 16-24</b> The group need to find out more information regarding this age group within Norbiton ie In work, out of work, claiming JSA, learning difficulties, NEETs, disabled, teenage parents, in training etc</p> <p><b>Action Point</b> – Explore where more data in addition to that held by current partners may exist around these groups, and who owns it for example the Data and Performance team within Strategic Business (RBK)</p>	<p>TW</p>
<p>6.</p>	<p><b>RBK Youth Employment Strategy</b> This strategy is currently being produced and still in draft stage, this is relevant to the group and would be useful to get copy.</p> <p><b>Action Point</b> – Obtain copy and information who has feed into strategy development process.</p>	<p>TW</p>
<p>7.</p>	<p><b>Update from Citizen’s Advice Bureau (CAB) Meeting</b> TW had meeting with CAB on 03/07/12 regarding commissioning of 16 sessions of Financial Capability Training in areas of financial deprivation within RBK inc Norbiton. The group have agreed that they wish to be involved in the organising and delivery of any events that are held within Norbiton and that this will be incorporated into the action plan.</p> <p>Can the CAB be involved in any other areas relevant to this group?</p> <p><b>Action Points</b> – Update and distribute Action Plan to all Investigate where else CAB could be involved</p>	<p>TW</p>
<p>8.</p>	<p><b>Next Meeting</b> 9.30am Thursday 6<sup>th</sup> September 2012, Room C, Guildhall, Kingston.</p>	