**Kent County Council Countywide Service**

**[Locality] Social Supervisors Forum**

|  |  |  |  |
| --- | --- | --- | --- |
| **Chair:** |  | **Date of Meeting:** |  |
| **Minute Taker:** |  | **Time of Meeting:** |  |
| **Present:** |  | **Place of Meeting:** |  |
| **Apologies:**  |  | **Date of next meeting:** |  |
| **PART 1 – BUSINESS MEETING 1 HOUR** |
| **Agenda Item** | **Discussion** | **Actions** |
|  | **Welcome, Introductions, Apologies** |  |
|  | **Minutes of last meeting** |  |
|  | **Action Log** |  |
|  | **Capacity and Demand: numbers of Social Supervisors / succession planning** |  |
|  | **Performance: data source Power BI**  |  |
|  | **Audits Outcomes and Other Learning: Good practice & learning and training needs** |  |
|  | **Countywide updates**  |  |
|  | **National Updates**  |  |
|  | **Any Other Business** |  |
| **PART 2 – REFLECTIVE PRACTICE SESSION – 1 HOUR** |
|  | **Introductions and apologies for absence** |  |
|  | **Review of Action Log (Reflective Practice Actions)** |  |
|  | **Case Discussion** |  |
|  | **Examples of good practice** |  |
|  | **Identify development needs / training to be commissioned**  |  |
|  | **Any Other Business** |  |