

Children's Service Integration Programme Newsletter

Issue 4: 22/11/2016



Lucy Butler, CEF Director

I'm delighted to be writing to you in my capacity as Director of Children's Service in Oxfordshire, a role which commences on the 1st December.

I have sent out an email to CEF staff setting out the challenges we face and my hopes for the new service.

I look forward to working with you all to ensure that we deliver the best possible services for children in Oxfordshire alongside our partners.

Staff and stakeholder briefings

We have concluded 6 staff and stakeholder briefings. All these events were very well attended. The partner stakeholder events included representatives from schools, health services, fire and rescue, police, voluntary and community sector, churches, and elected councillors.

I would like to personally thank all staff who attended these sessions. The briefings have provided us with very helpful feedback on the new model, Threshold of Needs and the Early Help Assessment. Thanks to Annelies Henshall and all staff that have helped with this work.

The presentation slides have already been sent out to OCC staff and partners. Responses to the questions raised will shortly be available on the [Integration Programme webpage](#).

Staff begin in the Locality and Community Support Service

I am pleased to confirm staff appointed to the Locality & Community Support Service (LCSS) have started in their new teams on 14th November. Staff are taking part in an induction programme that will enable them to become familiar with every aspect of the new service and start to build the local networks that will be so crucial to the success of the service.

5th December Management Workshop

The 5th December is an important date for the managers of the new service. They have been invited to the first of a number of workshops to look at how they will work together to ensure that the new service is a success, underpinned by a shared vision and culture.

Update on the Judicial Review

A letter was sent out to all CEF staff on the afternoon of Friday 11th November with an update on the Judicial Review appeal. As you know at a hearing in the High Court on 10th November, an application to appeal the judicial review decision made in October in relation to children's centres in Oxfordshire was lodged.

In dismissing the initial judicial review the High Court ruling was very clear that the claim was "without merit"

We are as you know already well advanced in moving to a comprehensive new service for 0-19-year-olds, which will meet the needs and aspirations of children at risk of abuse and neglect in Oxfordshire, and ensure that families who need extra help are identified at an early stage.

The appeal will be heard on the 7th and 8th December. As part of this process the court has placed an injunction on the county council with the following stipulations:

- a) The county council cannot send letters to staff setting out the outcome of their applications in the new service
- b) The county council cannot serve redundancy notices on staff

Notifications made prior to this ruling are not affected and remain unchanged. Action for Children and the Sunshine Centre have been made aware of this situation and there are no immediate implications for them.

Nick Graham- OCC Chief Legal Officer- has advised on the possible outcomes of the appeal:

1. The appeal is dismissed and the outcome is given on the day.
2. The appeal decision is not given on the day.
3. The appeal is successful.

Outcome 1 will mean we will be able to carry on with the implementation of the service changes without further delay. In the event of outcome 2 the Court will advise what steps the Council is permitted to take (if any) pending any decision. Outcome 3 will require further consideration of the Court's decision and its impact on the reorganisation.

We remain committed to our plans to develop the best possible service for Oxfordshire families. and the OCC Legal team will be impressing on the Court the need and urgency for a decision.

We will of course keep you informed of developments in this area. We are really sorry for the additional delay. It is not a position we would want to be in and recognise the anxiety this will cause for staff. We would like to thank you for your continuing professionalism and the services you provide to children and families in Oxfordshire.

Staff Advisory Group

Just a reminder that the Staff Advisory Group is there if you wish to contact them about the programme. More information can be found [here](#).

Social Care Conference

A full day on the theme of Change & Resilience with speakers, workshops and networking is planned for Thursday 1st December at The Kings Centre. To book please go to [The Learning Zone](#).

Profile of LCSS Team Manager



I am delighted to have been appointed manager of the of the Locality and Community Support Service and look forward to overseeing its implementation.

I hope to draw upon my 12 years' experience of working in many different social care settings including YOS, Children's homes, CAFAT and EIS to support this. The LCSS will offer advice and support for partner agencies to ensure Oxfordshire children get the right support at the right time. We look forward to working with partners and making strong internal and external links .

Overview of LCSS Induction

The LCSS team began a 4 week induction on the 14th November, focussed on two key areas: team building and staff training.

The aim is to support and develop the LCSS workers to ensure that the new service can operate as effectively as possible from January 2017.

The induction programme covers development of partnership working, use of Frameworki, No Names Consultation, Early Help Assessments, TAF's and more.

Hopefully during this time many of you will meet the new members of team as they move into the Area Offices and get out to shadow various teams.

The Early Intervention Service will continue to manage CAF and TAC's and provide advice and guidance to professionals until it transfer to the LCSS in January.

Appointments

We are pleased to confirm the appointments made to date to roles within the new service. We are sure you will join us in congratulating staff.

Name	Role
Claire Cambridge	Assistant Team Manager, South
Sue Butler	Senior Practitioner, South
Paul Alcorn	Locality Worker, South
David Mephram	Locality Worker, South
Virginia Stock	Locality Worker, South
Sally Garrad	Assistant Team Manager, Central
Lorna Nevers	Senior Practitioner, Central
Sharon Thomas	Locality Worker, Central
Nicola Viner	Locality Worker, Central
Jaime O'Leary	Locality Worker, Central
Jo Lloyd	Assistant Team Manager, North
Alan Squires	Locality Worker, North
Simon Mathers	Locality Worker, North
Marion Hartley	Locality Worker, North
Mike How	Locality Worker, North
Cheryl Huntbach	Community Coordinator, North
Steven Laurence	Community Coordinator, Central
Clare Crossley	Community Coordinator, South
Ann Mitchell	Community Coordinator, South
Elaine North	EET Case Manager, CW
Anthony Sayles	Witney Centre Manager
Sophie Black	Banbury Centre Manager
Jenny Stoker	Bicester Centre Manger
Paul Merritt	Didcot Centre Manager
Vicky Hatch	The Leys Centre Manager
Alison Barlow	Littlemore Centre Manager
Sue Evans	FFS Service Manager Central
Brendon Miller	Lead Practitioner Banbury

Property Update

Buildings

At this point, we had expected to be able to confirm the design and build schedule for each of the future Children and Family Centres.

Unfortunately due to delays this is not currently possible. We are continuing to work with Carillion for final dates for work to commence and as soon as we know we will communicate these dates out.

It is still our intention to start the new service from 1st March and that the new teams should start working together in a single location, even if that turns out to be a temporary home whilst some of the C&F Centres are being completed.

Additional contingency options are being investigated and we will continue to update you as information becomes available.

Equipment and resources

We have been working with our colleagues in Property Business (previously Facilities Management) to produce a 'disposals' procedure that can be used to guide how the transfer and/or sale of equipment and resources previously used within the service.

The disposals procedure is currently with senior officers to approve. Once approved, it will be circulated for your information.

If you receive an enquiry from a colleague, charity, community organisation, provider or any external organisation relating to the potential transfer or purchase of equipment or resources please collect the contact information and send it to [Lucy McConville](#) and [Lynne French](#).

Office Readiness

We would really like your help with getting all the clearing, archiving and shredding completed in advance of the offices being refitted in the run-up to 1st March 2017.

Please can all staff - admin, EIS and Family Support - review all current storage, paper files, desk pedestals etc. and archive or shred files that are no longer required, throwaway any rubbish and take home personal possessions.

We would especially ask any staff that are leaving to ensure this is done before they go as this can be especially difficult for colleagues that have to sort through anything that is left behind.

[Property Business](#) can provide advice and support on archiving and shredding, including data protection, ordering extra confidential waste collections.

This sort of thing can take longer than expected and if left to the last minute will place an additional burden on all those staff that will be working to get the new service operational. This is why it is so important to get as much of it done as soon as possible. Thank you for your help with this.

You asked...

The following questions have been received by the Programme Team.

- **Can I share the interview questions?**

We would ask staff not to share the interview questions with colleagues. Not only would you be disadvantaging yourself, but also providing certain staff with an unfair advantage over others.

- **What happens if I haven't got a job at the end of the interview process?**

If, after the interviews have been completed, you have not secured a post in the new service, the Council will support you to look for alternative employment. This would include suitable posts not filled through the current selection process as well as registration with the jobs website. You will receive full details of these arrangements at the end of the process. This support is provided by Penna, one of the leading HR consultancies in the UK

Once you are issued with a letter of redundancy, an HR Adviser will contact you and provide you with more information about the outplacement service and ask you if you would like this support. They will need your permission to pass your personal contact details to Penna so they can make the referral. Once the referral is made an adviser from Penna will make contact and provide you with expert advice, tailored to help achieve identified goals.

What to expect:

- Support that is centred around your individual needs
- Practical advice and guidance, not theory
- Expertise from coaches who understand your sector/region

You will have a maximum of 12 months following your initial meeting to utilize your programme.

- **Where can I find the previously asked questions relating to the changes?**

The Programme Team regularly updates the FAQs, which is a collection of questions and answers available for staff to review. The Programme FAQ's are available on the Children's Integration Programme webpage, under the ['Frequently asked questions'](#) page.

Support available

We recognise that this is a stressful and difficult time for staff. If you do require support please do speak to your line manager.

The Employee Assistance Programme is also available 24 hours / 7 day a week. This free, confidential personal service offers expert advice and information on matters such as financial issues, benefits and tax credits as well as specialist counselling on family or personal issues. It can be accessed online or by phone on 0800 882 4102. You will need to provide the following information: Username "Directorates", Password "Oxfordshire".