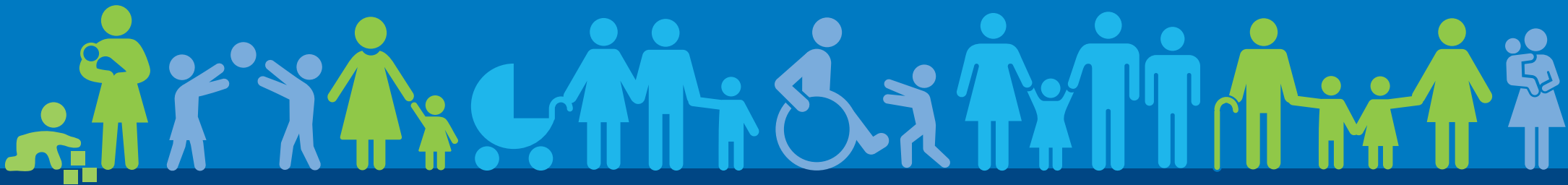


Are you an inspirational leader with a commitment to integration and putting children and their families at the heart of everything you do?

**Head of Children's Services and Criminal Justice
(Chief Social Work Officer)**

Job Reference: ERN04046

Salary: £92,702 (inclusive of allowances)



Recruitment Pack



www.eastrenfrewshire.gov.uk/about-hscp



About East Renfrewshire

East Renfrewshire is part of the Glasgow City region and sits to the south of the city of Glasgow with urban towns, rural villages and large areas of countryside. It is one of the most attractive places to live in Scotland, with a growing population drawn by high quality housing, excellent council-run schools and attractive green spaces.

Three-quarters of our residents live in the Eastwood side of the area and the remaining 25% in the Levern Valley which includes Barrhead, Neilston and Uplawmoor. The area has some of the most affluent areas of Scotland as well as some of the most deprived, a legacy of an industrial past. There are seven data zones in Barrhead which are among the most deprived 20% parts of Scotland.

The number of people living in East Renfrewshire is expected to continue to grow at a rate more than twice the Scottish average. There is particular growth for our younger and older residents, who are the greatest users of universal health services. There has been significant growth in our most elderly population with a 44% increase in the number of residents aged 85 years and over the last decade. The 85+ population is projected to increase by 18% between 2019 and 2024. People over 80 are the greatest users of hospital and community health and social care services.



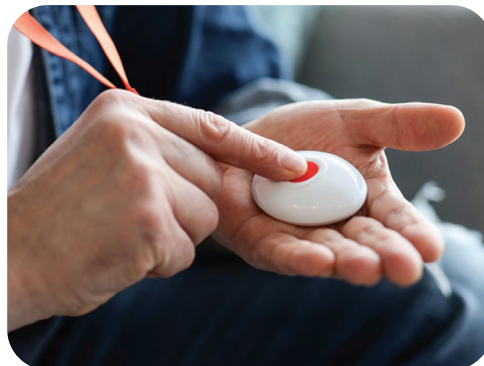
About East Renfrewshire Council

East Renfrewshire Council is a modern, ambitious Council and our vision is to create a fairer future with all our residents.

The Council is a proud partner of the HSCP, working closely with HSCP colleagues across our services to support our 95,000 residents.

This includes our education department which has developed a range of initiatives with the HSCP Children's Services to support young people in education, including the innovative innovative [Healthier Minds Service](#). Ensuring that our schools can continue to meet the needs of all of our learners is a priority and we have an ambitious programme of investment underway.

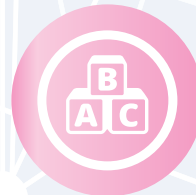
The lack of affordable housing in the area is a particular challenge, with very high demand for our Council Houses. We are working closely with the HSCP to ensure we have housing that is accessible and meets the needs of our population so people can live longer and healthily at home.



Vision for the future

Our vision is to be a modern, ambitious council creating a fairer future with all and our ultimate aim is to make people's lives better.

We are working across East Renfrewshire to achieve best Outcomes for



EARLY YEARS
AND VULNERABLE
YOUNG PEOPLE



LEARNING, LIFE
AND WORK



ENVIRONMENT
AND ECONOMY



SAFE, SUPPORTIVE
COMMUNITIES



OLDER PEOPLE
AND PEOPLE WITH
LONG-TERM CONDITIONS

We will achieve this by excelling in our Five Capabilities



PREVENTION



EMPOWERING
COMMUNITIES



DATA



MODERNISATION



DIGITAL

And along this journey, in everything we do, we must live our Values



Ambition



Kindness



Trust

About The Health and Social Care Partnership

East Renfrewshire Health and Social Care Partnership (HSCP) is a partnership between East Renfrewshire Council and NHS Greater Glasgow and Clyde. The Partnership brings local health and social care services together so they operate as a single service. It also hosts NHS in-patient Learning Disability services.

East Renfrewshire has a long history of integrated services, first with the birth of the Community Health and Care Partnership (CHCP) in 2006 and then the Health and Social Care Partnership (HSCP) in 2015.

The Partnership is overseen by an independent board, the Integration Joint Board (IJB). Through an integrated management team East Renfrewshire HSCP directly manages over 1000 health and care staff, employed by either East Renfrewshire Council or Greater Glasgow & Clyde health board. There is also a significant workforce in our independent NHS contractor services including GPs, Dentists, Optometrists and Community Pharmacists, as well as in our third sector and independent sector social care providers.

We support our residents through all stages of life and our vision is to *“work together with the people of East Renfrewshire to improve lives”*. We work to achieve this by:

- valuing what matters to people
- building capacity with individuals and communities
- focusing on outcomes, not services

The [HSCP's Strategic Plan 2022 -2025](#) sets out the strategic priorities for the partnership.

Our Vision



Children's Services and Criminal Justice

East Renfrewshire HSCP's Children's Services works closely with its partner agencies to ensure the wellbeing of all children, young people and families in East Renfrewshire.

The people we support remain at the heart of all decision making and influence the way we deliver supports. The vision for the service, which was developed in collaboration with children, young people and families who are engaged with our services, is:

"East Renfrewshire's children should grow up loved, respected and be given every opportunity to fulfil their potential. We want them to be safe, equal and healthy, have someone to trust, have friends, but most of all HOPE".

The service and partners were recently the subject of a strategic joint inspection by the Care Inspectorate. The report will be published on 16th August but verbal feedback has been excellent.

The Head of Children's Services and Criminal Justice is a local authority employed role as the Chief Social Work Officer position forms part of the remit, although the successful post holder will also be responsible for NHSGCC employed teams including Health Visiting, School Nursing, Child and Adolescent Mental Health Services (CAMHS) and Speech and Language Therapy.

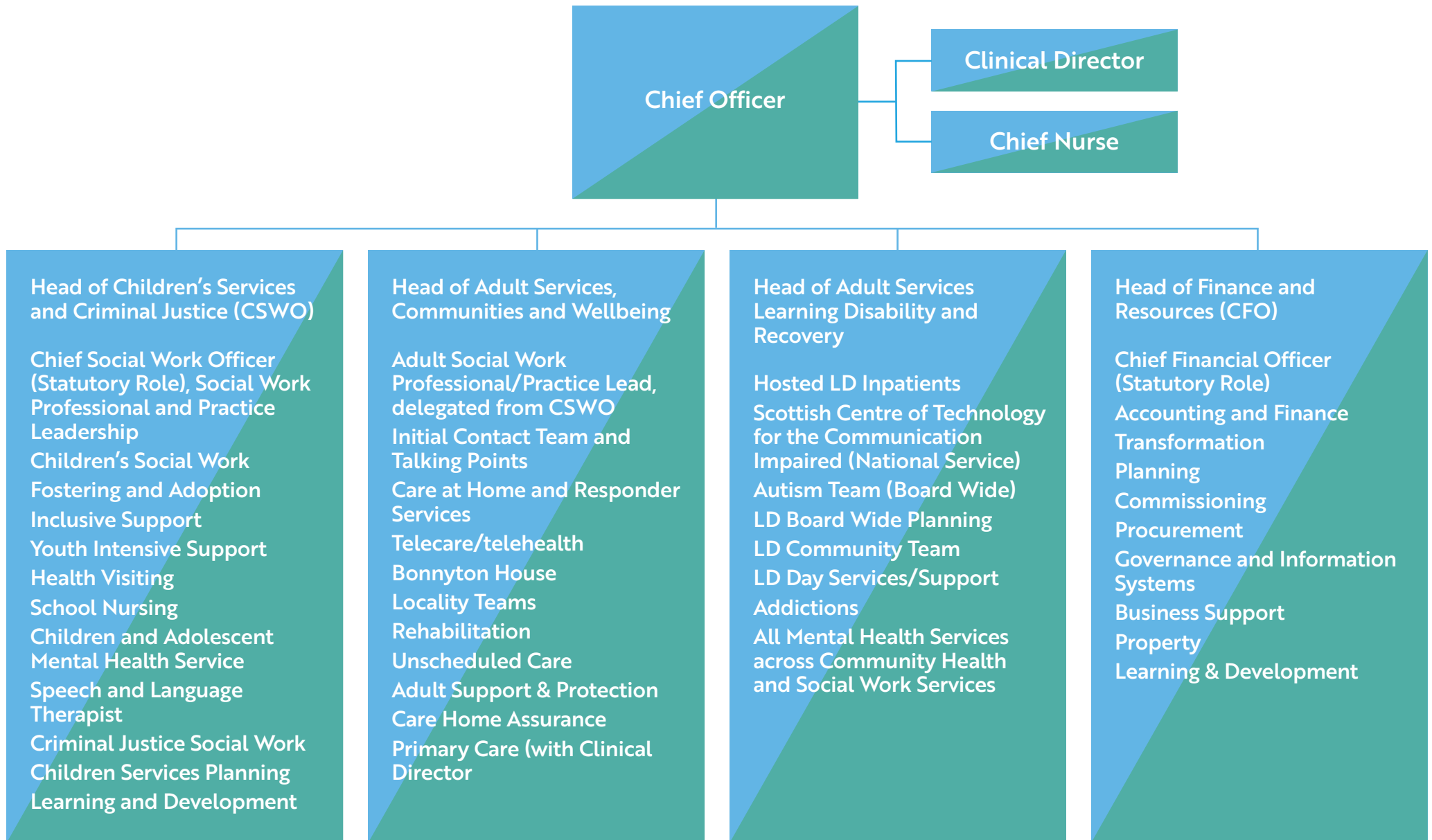
The [Children's Services Plan 2020-23](#) identifies the priorities for the service.

Our Criminal Justice service supports people who have found themselves involved with the Police and the Courts to address the issues that have underpinned this, and to move forward as re-connected members of their communities.

Key to this, and to all of the work we do, is the creation of good working relationships. It is within the relationships we have with people and their families that we can provide hope and belief that positive change is possible, and give people the tools, support and access to services to allow them to make improved decisions that benefit them and those around them.

Collaborative work with our partners, including Police, Housing, Employment Support and Money Advice, plays an essential role in delivering Criminal Justice services. It allow us, alongside the people we are working with, to generate effective and targeted plans that account for both risk and need.

Structure



Job Description

Principal Function

To provide vision, leadership and have operational responsibility for the delivery and development of services including Children's Services Social Work, Health Visiting and School Nursing, Child and Adolescent Mental Health Services (CAMHS) and Speech and Specialist Children's Services, Criminal Justice, Children's Services Commissioning, Strategy and Planning and Learning and Education. This includes the delivery of robust Child Protection Services and responsibility for the Child Protection Committee.

As the Council's Chief Social Work Officer (CSWO), you will be responsible for a number of responsibilities under the Social Work (Scotland) Act 1968 and take the final decision on a range of social work matters in terms of, inter alia, the Children (Scotland) Act 1995, the Secure Accommodation (Scotland) Regulations 1996, the Mental Health (Care and Treatment) Act 2003, and the Adults with Incapacity (Scotland) Act and including:

- Adoption
- Secure Accommodation for Children
- Emergency Movement of Accommodated Children
- Probation Orders, Community Service Orders and Supervised Attendance Orders
- Guardianship
- Adults with Incapacity
- Other statutory decisions required from time to time

Full Chief Social Work Officer duties are detailed on the following page.

Main Duties

As a member of the Senior Management Team (SMT), provide leadership, vision, professional advice and strategic direction on the provision of the full range of services as detailed above.

To ensure the delivery of high quality services which meet the required standards of practice and governance, ensuring the delivery of person-centred and outcome focussed planning.

To lead the development and implementation of service redesign to improve services under the remit.

To manage services within required legislative, policy and performance frameworks, with particular reference to Local Authority and NHS standing orders and financial regulations.

Ensure the further development of a robust data set across the service and that quality assured processes are embedded across Children's Services and Criminal Justice.

Ensure the implementation of clinical and care governance arrangements and disseminate lessons learned from recommendations as identified from local processes and other scrutiny organisations.

Ensure financial planning for all areas of responsibility and deliver on financial targets to achieving financial balance at year-end ensuring expenditure is managed in accordance with the required financial and contractual procedures.

Responsible for workforce development, ensuring safe recruitment practice, professional registrations and developments, managing poor performance and promoting continuous learning and development for staff within service areas.

Lead service and improvement planning that deliver strategic priorities, performance and savings targets, consider and manage risk and ensure service quality and safety.

Oversee emergency and contingency planning and response for service area, and be key contributor to wider Winter Planning. Ensure appropriate on call and emergency cover. This may require participation in on call rota.

Contribute to wider HSCP strategic planning, workforce planning and commissioning, developing strong and effective partnerships with partner providers.

To promote professional and personal development for staff, ensuring that effective performance management arrangements are in place which provide learning and development opportunities and support motivation.

To undertake such other duties or deputise for the Chief Officer as required.

Chief Social Work Officer Role

The post holder will be the Chief Social Work Officer in terms of Section 3 of the Social Work Scotland Act 1968, accountable to the Chief Executive of East Renfrewshire Council and Chief Officer of East Renfrewshire Health and Social Care Partnership in accordance with the relevant guidance on role and responsibilities. Chief Social Worker Officer Role:

- Promote values and standards of professional practice, including relevant National Standards, and provide a clear statement of expectation of social services workers and employers. Ensure that these values and standards are communicated on a regular basis, adhered to and reviewed periodically.
- Work with Human Resources to ensure that all social service workers meet the requirements of the SSSC's Code of Practice and that all registered workers meet the requirements of their regulatory body.
- Support and advise managers in maintaining and developing high standards of practice and supervision.
- Ensure that only registered social workers undertake those functions reserved in legislation or are accountable for those functions described in guidance.
- Ensure that there are effective governance arrangements for the management of the complex balance of need, risk and civil liberties, in accordance with professional standards.
- Ensure appropriate advice is provided on corporate workforce planning and quality assurance, including safe recruitment practice, probation/mentoring arrangements, managing poor performance and promoting continuous learning and development for staff.
- Actively promote continuous improvement, raising standards and evidence-informed good practice, including the development of person-centred services that are focussed on the needs of individuals.
- Oversee the quality of practice learning experiences for social work students and effective workplace assessment arrangements, in accordance with the SSSC Code of Practice for Employers of Social Service Workers.
- Ensure that appropriate systems are in place both to promote good practice and to identify and address weak and poor practice.
- Ensure that significant case reviews are undertaken into all critical incidents either resulting in/or which may have resulted in - death or serious harm.
- Take final decisions on behalf of the local authority in relation to a range of social work matters, including adoption, secure accommodation, guardianship and other statutory decisions required from time to time.
- Contribute to reports to the Chief Executive, Chief Officer, IJB and elected members – providing independent comment where necessary - on the findings of relevant performance reports.
- Report to the local authority on any other social work related issues.
- Prepare an annual report to the local authority on all of the statutory, governance and leadership functions of the role.

Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
QUALIFICATIONS			
Relevant social work qualification (i.e. DipSW, CSS, CQSW or equivalent).	✓		Application Form
Educated to degree level.	✓		
Recognised management or leadership accreditation/qualification.		✓	
Registered with Scottish Social Services Council.	✓		
RELEVANT WORK/OTHER EXPERIENCE			
Considerable experience at senior level in a complex organisation.	✓		Application Form/ Assessment Centre/ Interview
Considerable experience in the field of social work, in particular children's services.	✓		
Comprehensive experience of managing, planning and developing services at a senior level and interpreting complex functional and budgetary information.	✓		
Comprehensive experience of leading integrated health and social care services.	✓		
Proven track record in promoting, leading and managing change.	✓		
Experience of formulating policy on complex issues.	✓		
Ability to demonstrate comprehensive knowledge of statutory responsibilities, relevant legislation and national developments within the public sector.	✓		

Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
SKILLS AND ABILITIES			
Highly developed literacy and numeracy and presentational skills.	✓		Application Form/ Assessment Centre/ Interview
Transformational leadership skills.	✓		
Knowledge of specific legislation affecting local government/NHS.	✓		
Proven abilities to work as part of a team and in partnership with other agencies.	✓		
Highly developed negotiating and influencing skills.	✓		
Highly developed conflict management skills.	✓		
Ability to demonstrate a focus on outcomes.	✓		
LEADERSHIP COMPETENCIES			
Acts in a politically sensitive manner, showing respect for a diversity of opinions and needs.	✓		Assessment Centre/ Interview
Delivers professional impact through clear prioritization, effective delegation and timeous delivery of strategic priorities.	✓		
Maintains a calm and positive attitude under pressure and during times of conflict.	✓		
Begins with the end in mind, focusing on solutions that move the HSCP forward.	✓		
Inspires others to understand and buy into the organisational vision.	✓		
Leads a motivating performance culture that achieves improved outcomes.	✓		
Empowers others to be innovative and make decisions.	✓		
Encourages open conversation, idea sharing and constructive challenge.	✓		
Put the customer at the heart of everything we do.	✓		
Working together to achieve shared objectives and best value for the HSCP.	✓		
ADDITIONAL JOB REQUIREMENTS			
May be required to work out of hours as required.			

Interview timetable

As Head of Children's Services and Criminal Justice, you'll enjoy the opportunity of leading integrated social work and health services, working closely with partners and driving forward improvements which will deliver positive outcomes and a brighter future for all children in East Renfrewshire. Collaborative and dynamic leadership will be at the heart of everything you do.

An inspirational and forward-thinking strategic leader, you will have a strong track record in building effective partnerships and delivering solution focused and results-based service improvement across a large and complex organisation. With a proven flair for shaping change and leading people, you will have a crucial role in ensuring we continue to challenge ourselves to make a difference and empower individuals, families and communities to develop their own solutions.

The planned recruitment timetable is:

Closing Date	4 September
Shortleeting by Appointment Committee	15 September
Assessment Centre	22 September
Interview by Appointment Committee	12 October

If you would like an informal discussion about the post, you can either contact Catriona Mackie, Aspen 0141 212 7555 or alternatively contact Julie Murray, Chief Officer on 0141 451 0746.

Terms & Conditions Summary

Pension Scheme

Employees with a contract of employment for 3 months or more are automatically included in our Local Government Pension Scheme which is a career average scheme. Pension contribution rates are based on a tiered system determined by your annual full time equivalent pensionable pay. For example for those earning up to and including £21,800 the contribution rate you pay is 5.5% of your salary. The council pays the rest of the cost of providing your benefits. This amount varies but it's always enough to make sure your pension can be paid and will be at least 19.3% of your pay. In addition you get tax relief on your contributions - the tax you pay on your salary is calculated after your pension contributions are deducted.

Other main pension benefits include a pension that increases each year in line with price inflation and the ability to exchange some of your pension to provide a tax free lump sum. Further details can be found in the attached document General Information for Applicants or via the Strathclyde Pension Fund website www.spfo.org.uk.

Hybrid working

Depending upon the needs of the service, staff in Hybrid roles will typically work from home for up to 40-60% of the time where the needs of the service can still be met. However, as this is a senior role flexibility will be required to ensure senior management visibility and cover across the HSCP buildings.

Recruitment Communication

As you are applying for this post on-line you will receive an automatic e-mail receipt once you have submitted your form.

You should also note that all communication will be sent electronically to the email address you provide on your form. This can include the following:

Email notification advising of outcome of shortlisting

- Invite to interview email
- Conditional offer email
- Full employment contract

Given the nature of the above correspondence you should ensure that the email address you provide is secure and relevant (i.e. not public or work related if possible)

Disability Confident

If a disabled applicant can clearly show in their application that they meet the essential criteria for the job (as shown in the person specification) they will be given the opportunity to demonstrate their abilities at interview.

Equalities

East Renfrewshire Council is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination.

Our aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

We offer a range of family friendly, inclusive employment policies, and employee benefits to support staff from different backgrounds.

East Renfrewshire Council has committed to implement the key recommendations of the Scottish Parliament's Equalities and Human Rights Committee's Race Equality, Employment and Skills: Making Progress report.

More details on terms and conditions can be found in Appendix 3: General Information for Applicants.

Useful Documents

[Council website](#)

[HSCP's Strategic Plan 2022-2025](#)

[Children's Services Plan 2020-2023](#)

[Outcome Delivery Plan](#)

[Vision For The Future \(under review\)](#)