Tuesday 19th August 2014

To whomever it may concern:

**FREEDOM OF INFORMATION REQUEST RELATING TO CHILDREN’S AND ADULT SOCIAL SERVICES**

At Sanctuary Social Care, we are undertaking a research project which will allow us to develop a comprehensive report exploring the full impact that Ofsted and CQC inspections have on both children’s and adult social services departments throughout England.

We are collecting quantitative data which will allow us to directly compare staff retention levels and recruitment costs for local authorities in the months following an Ofsted or CQC inspection. Further qualitative data to supplement the report will be collated via telephone interviews and online surveys. Any data collected throughout the research process will be used to explore the general impact on the social work sector, and individual responses will remain confidential.

The final report will be published by Sanctuary later this year.

 I would be grateful if you could take the time to answer the following questions.

***QUESTIONS RELATING TO CHILDREN’S SOCIAL SERVICES ONLY***

1. How many social work staff were working in your children’s services department as of 30 June 2014? If you do not have details for this specific date, please use the current date.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Date | Total number of children’s posts | Number of permanently employed social workers | Number of locum social workers |
| Team managers | 30/06/2014 | 26 |  | 1 |
| Assistant team managers |  |  |  | 0 |
| Senior practitioners / Advanced Social Workers |  |  |  | 4 |
| Social workers |  | 141 | 136 | 0 |
| Newly qualified social workers |  | 10 |  | 2 |
| **Total:** |  |  | **7** |

1. What is the current Ofsted rating for your children’s services department?

The last full inspection of children’s services was carried out in December 2011. This was a Safeguarding and Looked After Children inspection. The overall effectiveness of safeguarding services was judged adequate with good capacity to improve; looked after children was judged good for both overall effectiveness and capacity to improve.

1. What was the date of your most recent Ofsted inspection? December 2011
2. Please provide a breakdown of any changes to your executive team following your most recent Ofsted inspection:

No substantive changes made to the executive team following the Ofsted inspection

|  |  |
| --- | --- |
| Job role | Timeframe since most recent Ofsted inspection |
| 6 months | 12 months | 18 months | 2 years |
| Director of Children’s Services | 1 | 1 | 1 | 1 |
| Assistant Director of Children’s Services | 3 | 3 | 3 | 3 |
| Service Manager/Head of Service | 36 | 29 | 28 | 28 |

1. Please provide a breakdown of your staffing levels (broken down per job role) over the specified time periods following your most recent Ofsted inspection. This should include a breakdown of the total number of staff and the total number of unfilled vacancies available.

Due to the way the system records posts and after a very large review in Children’s Services we are only able to provide current vacancies as the system does not hold historic vacancies information.

|  |  |  |
| --- | --- | --- |
| Job role (Children’s Services) | At time of most recent Ofsted inspection | Timeframe since most recent Ofsted inspection |
| No. Staff | No. unfilled positions | + 6 months | + 12 months | + 18 months | + 2 years |
| No. Staff | No. Unfilled positions | No. Staff | No. Unfilled positions | No. Staff | No. Unfilled positions | No. Staff | No. Unfilled positions |
| Team managers | 19 |  | 21 |  | 19 |  | 19 |  | 20 |  |
| Assistant team managers |  |  |  |  |  |  |  |  |  |  |
| Senior practitioners / advanced social workers |  |  |  |  |  |  |  |  |  |  |
| Social workers | 147 |  | 160 |  | 162 |  | 159 |  | 160 |  |
| Newly qualified social workers | 12 |  | 13 |  | 13 |  | 9 |  | 12 |  |

1. What is the number of **permanently employed** social workers at your organisation before and after your most recent Ofsted inspection? Please provide a breakdown in the following timeframes using the same job breakdowns as before.

|  |  |  |
| --- | --- | --- |
| Permanent Job roles (Children’s Services) | At time of most recent Ofsted inspection | Timeframe since most recent Ofsted inspection |
| Total No. Staff | + 6 months | + 12 months | + 18 months | + 2 years |
| No. Staff | No. Staff | No. Staff | No. Staff |
| Team managers | 19 | 21 | 19 | 19 | 20 |
| Assistant team managers |  |  |  |  |  |
| Senior practitioners / advanced social workers |  |  |  |  |  |
| Social workers | 145 | 157 | 159 | 154 | 152 |
| Newly qualified social workers | 12 | 13 | 13 | 9 | 12 |

1. What is the number of **locum social workers** at your organisation before and after your most recent Ofsted inspection? Please provide a breakdown in the following timeframes using the same job breakdowns as before.

|  |  |  |
| --- | --- | --- |
| Locum Job roles (Children’s Services) | At time of most recent Ofsted inspection | Timeframe since most recent Ofsted inspection |
| Total No. Staff | + 6 months | + 12 months | + 18 months | + 2 years |
| No. Staff | No. Staff | No. Staff | No. Staff |
| Team managers | 1 | 1 | 4 | 4 | 1 |
| Assistant team managers | 0 | 0 | 0 | 0 | 0 |
| Senior practitioners / advanced social workers | 10 | 4 | 5 | 2 | 0 |
| Social workers | 0 | 0 | 0 | 0 | 0 |
| Newly qualified social workers | 0 | 0 | 0 | 0 | 0 |

***QUESTIONS RELATING TO ADULT SOCIAL SERVICES ONLY***

1. How many social work staff were working in your adult services department as of 30 June 2014? If you do not have details for this specific date, please use the current date.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Date | Total number of adult posts | Number of permanently employed social workers | Number of locum social workers |
| Team managers | 30/06/2014 | 31 |  | 0 |
| Assistant team managers |  |  |  | 0 |
| Senior practitioners / advanced social workers |  | 23 |  | 6 |
| Social workers |  | 100 | 93 | 0 |
| Newly qualified social workers |  | 17 |  | 0 |
| **Total:** |  |  | **6** |

1. What is your current Care Quality Commission rating?
2. What was the date of your most recent CQC inspection?
3. Please provide a breakdown of any changes to your executive team following your most recent CQC inspection:

|  |  |
| --- | --- |
| Job role | Timeframe since most recent CQC inspection |
| 6 months | 12 months | 18 months | 2 years |
| Director of Adult Services |  |  |  |  |
| Assistant Director of Adult Services |  |  |  |  |
| Service Manager |  |  |  |  |

1. Please provide a breakdown of your staffing levels (broken down per job role) over the specified time periods since your most recent CQC inspection. This should include a breakdown of the total number of staff and the total number of unfilled vacancies available.

|  |  |  |
| --- | --- | --- |
| Job role (Adult services) | At time of most recent CQC inspection | Timeframe since most recent CQC inspection |
| No. Staff | no. unfilled positions | + 6 months | + 12 months | + 18 months | + 2 years |
| No. Staff | No. Unfilled positions | No. Staff | No. Unfilled positions | No. Staff | No. Unfilled positions | No. Staff | No. Unfilled positions |
| Team managers |  |  |  |  |  |  |  |  |  |  |
| Assistant team managers |  |  |  |  |  |  |  |  |  |  |
| Senior practitioners / advanced social workers |  |  |  |  |  |  |  |  |  |  |
| Social workers |  |  |  |  |  |  |  |  |  |  |
| Newly qualified social workers |  |  |  |  |  |  |  |  |  |  |

1. What is the number of **permanently employed** social workers at your organisation before and after your most recent CQC inspection? Please provide a breakdown in the following timeframes using the same job breakdowns as before.

|  |  |  |
| --- | --- | --- |
| Locum Job roles (Children’s Services) | At time of most recent Ofsted inspection | Timeframe since most recent Ofsted inspection |
| Total No. Staff | + 6 months | + 12 months | + 18 months | + 2 years |
| No. Staff | No. Staff | No. Staff | No. Staff |
| Team managers |  |  |  |  |  |
| Assistant team managers |  |  |  |  |  |
| Senior practitioners / advanced social workers |  |  |  |  |  |
| Social workers |  |  |  |  |  |
| Newly qualified social workers |  |  |  |  |  |

1. What is the number of **locum social workers** at your organisation before and after your most recent CQC inspection? Please provide a breakdown in the following timeframes using the same job breakdowns as before.

|  |  |  |
| --- | --- | --- |
| Locum Job roles (Children’s Services) | At time of most recent Ofsted inspection | Timeframe since most recent Ofsted inspection |
| Total No. Staff | + 6 months | + 12 months | + 18 months | + 2 years |
| No. Staff | No. Staff | No. Staff | No. Staff |
| Team managers |  |  |  |  |  |
| Assistant team managers |  |  |  |  |  |
| Senior practitioners / advanced social workers |  |  |  |  |  |
| Social workers |  |  |  |  |  |
| Newly qualified social workers |  |  |  |  |  |

I should prefer to receive these in electronic format at the following email address (research@sanctuarypersonnel.com) however, I am happy to receive them by post if that is more convenient.

It would be helpful if you were to provide any brief notes which might be necessary to understand the context of the information provided, although I recognise that you are not obliged to do this.

If for any reason you feel this request is unclear, please do not hesitate to contact me at 01473 283476. If you are not the appropriate authority for this request, or for part of it, please let me know as soon as is convenient.

If the information requested contains sections of confidential information, please blank out or remove these sections, and mark clearly that they have been removed.

Thank you for your help.

Yours Sincerely



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