

10 August 2021
Our ref: 7501356

Thank you for your request received on 19 July 2021, for the following information:

Under the Freedom of Information Act 2000, please provide me with Details of the following:

Information request 1. Could you provide details of the Family Support Practitioner average payscale range that you currently offer. Please also include the average payscale range given to those covering the Family Support Practitioner Role (if this is different)

Information request 2. Could you provide me with a current Job description and Person Specification for the Family Support Practitioner role? Can you also let me know if there are any Family Support Practitioners actively in post at this time in the 0-25 Disability Team specifically working with children, and outline to what extent they have met the requirements outlined in the Person Specification.

Information request 3. Could you provide details of the qualifications required to carry out the Family Support Practitioner role or cover the Family Support Practitioner role. Could you also confirm whether any persons currently undertaking this role have the required qualifications.

Information request 4. Please can you outline what the recruitment process is for Family Support Practitioners including secondment and redeployment processes. Can you also confirm whether all persons currently undertaking the Family Support Practitioner role have needed to adhere to these processes. In instances where a family support practitioner has not been required to go through the normal recruitment/secondment/redeployment process, please explain why and whether this is compliant with employment law and/or policy.

Information request 5. Details of the recruitment process

I understand that under the Act I am entitled to a response within 20 working days of your receipt of this request. Some parts of the request may be easier to answer than others. Should this be the case, I request that you release information as soon as possible.

If my request is denied in whole or in part, I ask that you justify all deletions by reference to specific exemptions of the act. I will also expect you to release all non-exempt material. I reserve the right to

appeal your decision to withhold any information or to charge excessive fees.

I would prefer to receive the information electronically.

If you require any clarification, I expect you to contact me under your section 16 duty to provide advice and assistance if you find any aspect of this FOI request problematic.

Please acknowledge receipt of this request, and I look forward to receiving the information in the near future.

We have processed this request under the Freedom of Information Act 2000.

Response

I can confirm that London Borough of Barnet holds the information you requested.

However, we consider that the following exemptions apply to some of the information requested. The remaining information is not withheld and is below/attached.

Information request 1. Could you provide details of the Family Support Practitioner average payscale range that you currently offer. Please also include the average payscale range given to those covering the Family Support Practitioner Role (if this is different)

The Family Support Practitioner role is a Grade H role and the pay range is currently: £31,557 - £34,884

Information request 2. Could you provide me with a current Job description and Person Specification for the Family Support Practitioner role?

Please see attached

Can you also let me know if there are any Family Support Practitioners actively in post at this time in the 0-25 Disability Team specifically working with children, and outline to what extent they have met the requirements outlined in the Person Specification.

We can confirm that there are Family Support Practitioners actively in post but we are refusing information around the details of the applicants in relation to how they met the job specification under Section 40. Please see Refusal Notice below.

Information request 3. Could you provide details of the qualifications required to carry out the Family Support Practitioner role or cover the Family Support Practitioner role.

Please see attached job specification

Applicants are shortlisted against criteria in the person specification and suitability for the role to progress to interview. Some staff in these roles may have been assimilated or been deployed from other job roles over time as services have restructured.

Could you also confirm whether any persons currently undertaking this role have the required qualifications.

In regard to individual qualifications held by successful applicants these are the personal data of the member of staff. We are refusing this part of the request under Section 40. Please see Refusal Notice below

Information request 4. Please can you outline what the recruitment process is for Family Support Practitioners including secondment and redeployment processes.

Internal employees whose roles are potentially being deleted in a restructure are allowed to apply for redeployment opportunities to ensure that all work possibilities are considered before a redundancy is considered. Internal candidates can apply for secondment opportunities via Vacancy Filler.

External candidates are all subject to Barnet recruitment and selection process, which includes advertisement, application, short listing and interview, DBS and References are sought.

On occasion we are required to employ agency staff and these employees are checked by our agency suppliers against our selection criteria.

Can you also confirm whether all persons currently undertaking the Family Support Practitioner role have needed to adhere to these processes.

In instances where a family support practitioner has not been required to go through the normal recruitment/secondment/redeployment process, please explain why and whether this is compliant with employment law and/or policy.

We are unable to comment on an individual officer post as this information is confidential and cannot be disclosed. The job description for a post does not in itself constitute personal data about anyone who may happen to hold that post. However, if the post holder is identifiable from that job description, or from the job description and other available data, then this is personal data.

Other than as recorded, we are neither confirming nor denying whether any information is held, by virtue of section 40 (5) (b) (i) of the Freedom of Information Act 2000. We have concluded that confirmation or denial that this information exists would not be consistent with data protection principles in the Data Protection Act 2018 (DPA).

This is not an absolute exemption and requires a public test to be performed. We have considered our obligation to keep the public aware of such activities; however, this legitimate interest is outweighed by the risk of the prejudice that might arise in relation to the legitimate privacy interests of individuals whose personal data might

be identified. Therefore, we have concluded that the exemption should be maintained in order to protect privacy of data subjects.

Information request 5. Details of the recruitment process

Adverts are placed internally and externally via the Grapevine and Vacancy Filler. External adverts are placed on Vacancy filler, these adverts are available to internal staff and to those interested in secondment opportunities. Agency staff are procured via Matrix. Once applicants have applied for roles, they are shortlisted according to the criteria required for the role and applicants are then interviewed and also may have to complete tests for the role. If they are offered the role they must also comply with safer recruitment and onboarding criteria to ensure they are legally compliant.

Refusal Notice Section 40(2)

[Part 1 of Schedule 19](#) of the Data Protection Act 2018 amends the personal data exemption under section 40 of the Freedom of Information Act 2000(FOI). These are consequential amendments designed to ensure that the correct provisions of the GDPR and the new Act are referenced instead of the now repealed DPA 1998. They will not fundamentally impact when personal data can, and cannot, be disclosed in response to an FOI request.

Personal Information is governed by the Data Protection Act legislation and is defined as any information relating to an identified or identifiable natural person ('data subject'). It adds that: an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location number, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

The withheld information is exempt because disclosure would contravene the first data protection principle which requires that personal data is processed fairly and lawfully. Disclosure of the requested information would breach this principle and in particular the requirement of fairness as individuals working for the council have a reasonable expectation of privacy and do not expect that the council would disclose their names or contact details in response to a freedom of information request, especially as they are relatively junior and not in public facing roles.

Further information

If you are interested in the data that the council holds you may wish to visit Open Barnet, the council's data portal. This brings together all our published datasets and other information of interest on one searchable database for anyone, anywhere to access. <http://open.barnet.gov.uk/>

Advice and Assistance : Direct Marketing

If you are a company that intends to use the names and contact details of council officers (or other officers) provided in this response for direct marketing, you need to be registered with the Information Commissioner to process personal data for this purpose. You must also check that the individual (whom you wish to contact for

direct marketing purposes) is not registered with one of the Preference Services to prevent Direct Marketing. If they are you must adhere to this preference.

You must also ensure you comply with the Privacy Electronic and Communications Regulations (PECR). For more information follow this Link www.ico.org.uk

For the avoidance of doubt the provision of council (and other) officer names and contact details under FOI does not give consent to receive direct marketing via any media and expressly does not constitute a 'soft opt-in' under PECR.

Your rights

If you are unhappy with the way your request for information has been handled, you can request a review within the next 40 working days by writing to the Information Management Team at: foi@barnet.gov.uk. Or by post to Information Management Team (FOI) London Borough of Barnet, 2 Bristol Avenue, Colindale, NW9 4EW

If, having exhausted our review procedure, you remain dissatisfied with the handling of your request or complaint, you will have a right to appeal to the Information Commissioner at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF (telephone: 0303 123 1113; website www.ico.org.uk). There is no charge for making an appeal.