



Connexions Oxfordshire Transition Update

Introduction

As the date for the transfer rapidly approaches there is some real progress being made. You will see elsewhere in this newsletter, we have issued the formal measures letters to all relevant staff. We have also had very productive discussions with Oxfordshire County Council regarding the pension scheme and are on the way to entering in to a formal legal agreement

that will mean that Connexions Oxfordshire staff will be able to access the Local Government Pension Scheme.

Discussions on premises and the ICT equipment you need to do your job are also progressing well, and we are making the final arrangements for the welcome sessions we plan to run to welcome you all to Connex-

ions Oxfordshire on 1 September (see Katharine's article below).

None of this would have been possible without excellent co-operation from colleagues in CFBT and OCC, and we will continue to work closely with them over the next few weeks to ensure that the transfer is as smooth as we can make it.

Jane Earl

First Day — 1st September

We are currently finalising arrangements for your first day and will confirm these with you shortly.

It is likely there will be a formal session in the morning in Abingdon and one in the afternoon in Banbury or Kidlington —these are still subject to venue availabil-

ity. We will also confirm who needs to attend which venue. It is also likely that your attendance at these sessions will not be required for the full day so there will also be a bit of free time for you.

We will use these sessions to pass on as much infor-

mation as we can on the new arrangements, deal with HR issues, discuss operational planning and hand out mobile phones.

Some IT kit will be handed out by OCC staff, with the rest of the kit handed out over the next 2 days.

Katharine Horler

Transition Team Contacts

Katharine Horler-Chief Executive-Tel: 0845 408 5002; Jane Earl-Interim Independent Chair-07766 602725; Richard Savage-(OCC) Service Manager-07917 594556; Julian Lomas-Transition Project Manager-07802 957938; Sean Kearns-Interim Delivery Director-07827 343899; Geoffrey Bateman-HR Consultant-07702 307293; Julie Skinner-Assistant Director Workforce Development-0845 408 5051; Caroline Raine-UNISON Representative- 0118 902 2240; Mike Ridgeway—Assistant Director Finance and Contracts—0845 408 5041; David Cook—Assistant Directory Delivery Support (contact re: the publication of this newsletter) - Tel:0845 408 5023.

HR

Since the last newsletter we have exchanged our **Measures Letter** with your employer and they in turn have confirmed that they have passed this to you. This formal style of letter identifies the changes Connexions Oxfordshire proposes following the TUPE Transfer date of 1 September 2008.

Most of what you will have read regarding change, or at least the "differences" between your current employer and Connexions Ox-

fordshire has already been covered in the many frequently asked questions and all of these are posted on the website:

www.cxoxfordshire.org.uk/

However, if matters still need clarification please contact your employer who in turn will contact us and give us permission to speak to you. The policy and procedures that will be used to make these changes will be shared with you in a document on your first day.

Naturally, and as with any change, there will be time for consultation and this will be taken up both individually where required and or in groups.

In the next issue of this newsletter we should be able to confirm more details of your new Pension Fund arrangements - as currently we are awaiting final details from the Oxfordshire Local Government Pension Fund.

Geoffrey Bateman

IT & Mobile Phones

Desktop and Laptop PC's have now been ordered and will be delivered and installed in offices from 1st September to 3rd September. Detail as to which offices on which day will be finalised in the next week or so.

Each office will be receiving a new Canon multi functional device (MFD) that combines the functions of fax machine, photocopier, printer and scanner, these are expected to be installed with the IT equipment.

Mobile phones will be issued to PAs, Coordinators, and Operations Managers at the meetings being coordinated for the 1st September. The details of this meeting will be communicated soon.

Tea, Coffee & Diaries

On a practical note, each office will be supplied with Fair Trade tea and coffee as well as Connexions Oxfordshire mugs.

There will be a central administration set up to make it easy for you to order further supplies.

You will also receive a Connexions Oxfordshire branded A5 academic diary.

Young Trustees

We are currently looking for 6 young trustees to sit on the new board of Connexions Oxfordshire. As much as possible we would like these young people to be representative of the Oxfordshire cohort and are

looking for two from North, Central and South Oxfordshire areas. The young people will be required to attend board meetings three times a year and will be fully supported to ensure they feel comfortable with the

process. It's a great opportunity to influence the work of the Connexions service in Oxfordshire, as well as gain valuable experience and develop confidence.