

Employability Hub



The Employability Hub Annual Report 2015



Step In, Step On, Step Further

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Introduction

The NHS is committed to 'high quality care for all, now and for future generations'. This cannot be delivered without taking action to advance equality and tackle health inequalities. To achieve this, we truly believe in the contribution that our local community has to offer. It is evident that in order to meet the needs of a diverse population, we need to employ a workforce which is representation of the local community.

The Employability Hub, established November 2013, assists in the development of a local labour market which is equipped with the skills that employers need. Our Employability Strategy supports the local community not only in health and social care but also in the wider wellbeing strategy which links with employment, housing and crime prevention. The success of the Employability Hub will benefit the individual, the workforce, and the wider economy.

This report provides an overview of the current commitments of the Employability Hub, offering an insight into how we have performed against our objectives. It explores the feedback from our stakeholders/ education providers and those we have supported and outlines how forthcoming objectives will be framed to meet the needs of our local population.

Our Vision

Our vision is to have a more employable, highly skilled workforce with positive destinations for disadvantaged groups¹ and young people. We will remain always mindful that our success has a direct impact on the inequalities of health of our local population and the experience of staff within the environments we serve.

About The Employability Hub

The strap line of the NHS Constitution (2013) is 'the NHS belongs to us all'. The culture of our Trust represents a commitment to the values of the NHS Constitution. As the largest employer in the area, this means that we must use the resources available to us for the benefit of the whole community, and ensure that nobody is excluded, discriminated against or left behind. The Employability Hub does just that: as a vehicle for delivering the Employability Strategy, it utilises the benefits of a large employer to offer work placements to disadvantaged groups and young people within our community. Its aim is to develop and enhance their skills and confidence and as a result, they are better equipped to find sustainable employment. The proposal of the Employability Strategy therefore fits within the existing culture, adding social value and also supporting the Trust's wider plan.

The Marmot Review 2010 notes that people who are NEET (Not in Employment, Education or Training) are more likely to adopt unhealthy behaviours and acquire life-limiting physical and mental illnesses. Employability has the potential to transform our future workforce through the development of skills, knowledge and personal attributes. The individual is more likely to gain suitable employment and be successful in their chosen occupations.

¹ Disadvantaged groups refer to people that can face discrimination and social exclusion. These groups include, but are not limited to, people that are homeless, ex-offenders, and substance misuse.

Our Employability Strategy not only supports the organisations to meet their corporate social responsibility but it is also helping to reduce the health inequalities and unemployment in the local labour market, producing significant business benefits. We therefore provide a holistic approach to enhancing the employability and personal development of our future workforce.

The Employability Hub encompasses four strands:

Step Programme

The Trust has a holistic approach to enhancing employability and personal development of a future workforce. We aim to provide high quality placements for people who may find it hard to gain meaningful employment, through illness or social exclusion. These may include, but are not limited to, the following groups:

- People who are homeless
- People who are long-term unemployed
- People with a disability
- People who misuse substances
- People of experience isolation/ deprivation

We offer unpaid work placements between 2 and 12 weeks and ensure that an employment reference is available on exit. Where appropriate, candidates may be referred onto a Traineeship, Apprenticeship or be encouraged to apply for a vacancy with the organisation.

Project SEARCH

Project Search has a very clear aim - to give young people (aged 18-24) with a learning disability or autistic spectrum condition the skills to gain competitive paid employment. Project Search Torbay was set up in 2012 and the fourth intake of interns started in September 2015.

It is a partnership arrangement between Torbay and South Devon NHS Foundation Trust (host employer), South Devon College (education provider) and Pluss (employment support). The interns go through an application process in Spring of each year, ready to commence in September for an academic year.

They undertake classroom based supported learning to enhance their employability skills, along with functional skills and practical exercises such as applying for jobs and practicing interview techniques. Each intern also undertakes 3 x 10 week rotations in the workplace, allowing them to gain skills which will assist them in gaining paid employment. At the end of the programme, it is anticipated that each intern will have successfully obtained a City and Guilds qualification in Employability Skills.

Work Experience

Torbay and South Devon NHS Foundation Trust are keen to support individuals from the age of 16 wishing to obtain work experience in the NHS. Young people (aged 16-18) and adults are supported to obtain up to a maximum of 2 weeks work experience both in a general and a medical setting.

Young people (aged 16-18) within education in our locality

Young people in education can be referred for a work experience placement through their Education Provider. We provide each local Education Provider with all relevant referral paperwork. There are 3 intakes of work experience per year, in accordance with the 3 academic terms. Applications open in January for placements in the Summer terms, April for placements in the Autumn term and September for placements in the Spring term. (All Work Experience placements for 16 – 18 year olds will be placed the term after their referral from their Education Provider).

Young people interested in a becoming a Doctor

If they are studying appropriate A levels in a local college or 6th Form, year 12/13, we offer up to 1 week in a Medical Work Experience Placement. This is the same process as above.

NB:

There are 23 Education Providers in our catchment area.

Each Education Provider has been offered an estimated 5 referrals a term.

Each student who is referred and accepted will be informally interviewed before being placed in any department.

We aim to represent the Trust at careers events and will aim to support mock interviews and any other employability related events.

Adult Work Experience

Work Experience placements are available for adults on an ad hoc basis. Adults can self-refer for work experience by requesting an application pack.

Individuals will be supervised at all times.

Devon Studio School

Devon Studio School is part of a new generation of state schools known as Studio Schools, which have been created to help address the challenge of preparing young people (aged 14-18) for work.

A Service Level Agreement is in place between Devon Studio School and Torbay and South Devon NHS Foundation Trust to facilitate the coordination of work placements. Students in Year 11 will receive a 1 day placement and students in Year 12 and 13 will receive a 5 day placement. From September 2016 all students will receive Trust Induction, including mandatory training. Each student also has a Trust agreed Job Description, these are split by age as above.

We will also be providing some sessions at the School to enhance their knowledge about all of the areas of work within the NHS.

Our Stakeholders



Governance

The Employability Hub is accountable to the Trust’s Quality Improvement Group which is co-Chaired by the Medical and Nursing Directors. The Employability Strategy addresses the representation of the workforce and reduces inequalities, meeting our corporate social responsible under the Equality Delivery System.

Equality Delivery System

The Equality Delivery System (EDS) is a governance framework, mandated by NHS England in April 2015. It was originally developed in 2011 by the NHS for use by organisations that commission and provide NHS services. The EDS is designed to support NHS organisations to meet the requirements of section 149 of the Equality Act 2010 – the public sector Equality Duty (PSED). The EDS provides a clear and robust framework which enables NHS organisations to be transparent about their equality performance. Moreover, the EDS was created to drive improvements, strengthen the accountability of services to those using them, and bring about workplaces free from discrimination.

The EDS has 18 outcomes across 4 goals, with equal focus afforded to patients and staff:

Patient focused goals (1&2)

1	Better Health Outcomes
2	Improved Patient Access and Experience

Staff focused goals (3&4)

3	A Representative and Supported Workforce
4	Inclusive Leadership

It is goal 3: A Representative and Supported Workforce which is achieved through the success of the Employability Hub. The Employability Hub appears as a case study on the NHS England’s dashboard for equalities to share best practice across organisations.

Health Education England

Health Education England’s Talent for Care (Get In, Get On, Go Further) is a national strategic framework for the development of the healthcare support workforce. Talent for Care is closely aligned with Health Education England’s *Widening Participation: It Matters!* strategy.

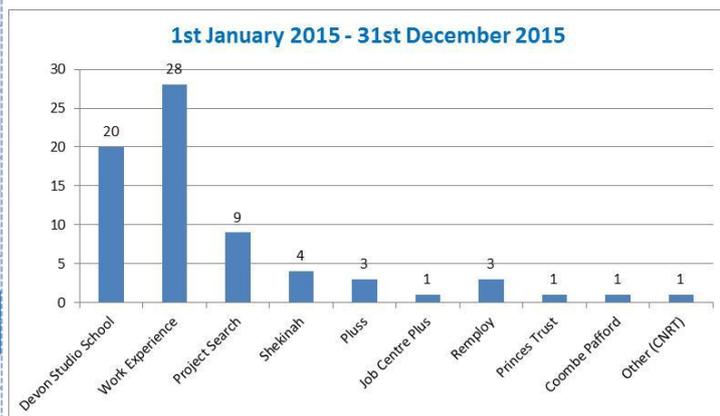
Following an audit from Health Education England (under the Talent for Care Programme) the Trust has been awarded the highest level of grading – Gold. As a result, we have been awarded circa £50k to promote/develop our programme with local organisations both within and outside of the NHS. We will be working closely with our NHS colleagues and our stakeholders both now and in the future to share our learning and support the wider community to develop similar programmes. We have strong leadership to develop the Hub and our leaders recognise the valuable contributions of candidates.

Widening Participation (engagement)

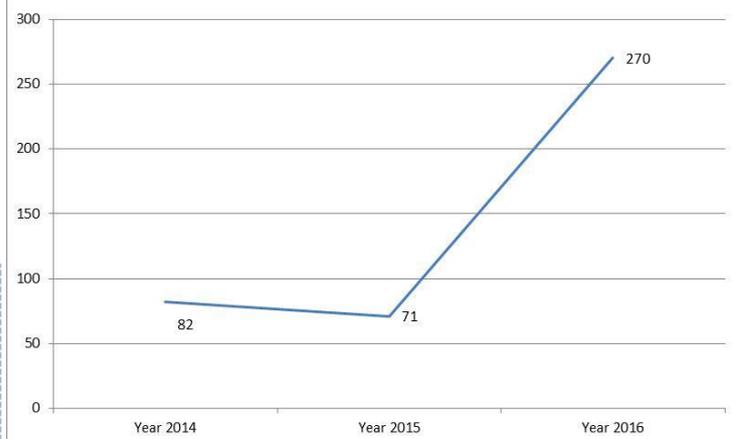
The Hub has now been established for 2 years and we have increased our engagement with stakeholders over the past few months. We are looking to widen our participation to include other NHS Trusts, local businesses outside of the NHS and increase the inclusion groups that we work with. Future engagement is proposed to include veterans, South West Ambulance Service, Devon Partnership Trust and work with the Probation Service.

Progress Report

Stakeholder	1st January 2015 – 31st December 2015	
	Placements	Outcomes
Devon Studio School	20	3
Work Experience	28	NA
Project Search	9	6
Shekinah	4	1
Pluss	3	3
Job Centre Plus	1	0
Remploy	3	2
Princes Trust	1	0
Coombe Pafford	1	0
Other (CNRT)	1	0
TOTAL (Placements)	71	15
TOTAL (Employability)	23	12
66% employability success rate 2014		
52% employability success rate 2015		



Progression of Placements 2014-2016



Year	Total Placements
Year 2014	82
Year 2015	71
Year 2016 (proposed)	270

2014	Placements	Outcomes	Traineeships	Apprenticeships	Other
DSS	19	NA	NA	NA	NA
WE	25	NA	NA	NA	NA
PS	10	8	6	0	2
EH	28	17	10	2	5
TOTAL	82	25	16	2	7

2015	Placements	Outcomes	Traineeships	Apprenticeships	Other
DSS	20	3	0	1	2
WE	28	NA	NA	NA	NA
PS	9	6	2	1	3
EH	14	6	5	0	1
TOTAL	71	12	7	2	6

Objectives for 2016

The objectives for the Employability Hub are reviewed annually and are founded on the feedback from our candidates, students, stakeholders and staff. The 2016 objectives are as follows:

Objective 1: Visibility and Engagement

Widening participation through effective marketing and personal relations – this will be achieved through attendance at both public events and internal meetings

Objective 2: Innovation

Explore new ways to expand the success of the Employability Hub through the development of alternative pathways onto employment

Objective 3: Representative and Supported Workforce

Influence the shape of the workforce through (a) an effective employability strategy whereby the primary focus is to develop a diverse workforce and (b) actively promoting a wellbeing strategy which aims to develop the talent and resilience of the workforce

Objective 4: Leadership

Develop measurable interventions which effectively capture departmental commitment to support candidates in the workplace

Key Performance Indicators for 2016

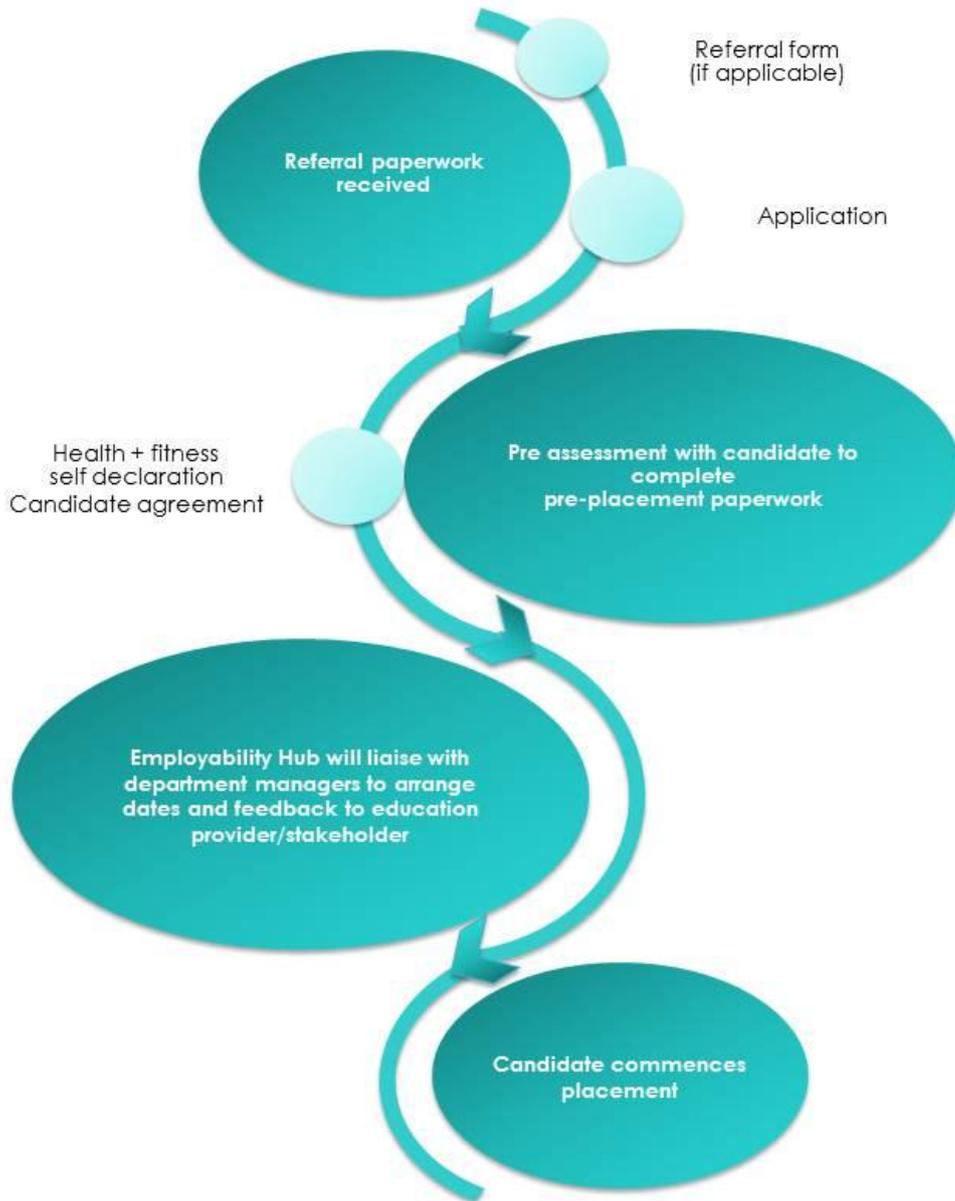
2016	Targets
DSS	150
WE	90
PS	10
EH	20
TOTAL	270

Workplan 2015/16

Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
		Apprenticeship Week	Employability Celebration Event	EDHR Week	Project Search Graduation			Project Search and DSS Induction	Work Experience Week		
		JCP/ TDA Jobs Fair	Focus Five					WE applications open (T3)			
		TGSG Internship employers event	Project Search Recruitment	Project Search Recruitment	Project Search Recruitment			List of DSS placement requests			
		SDC Careers event	WE applications open (T2)								
		Project Search Open days									

Appendix A – Referral Process

THE PROCESS



*Evaluation to be completed once placement terminates