

## Routes to employment for vulnerable cohorts Actions – 6 month update June 2018

Recommendation 1	Actions - Pathways	Leads	Status – June 2018
<p>Recommendation 1 We recommend exploration of how to audit, keep updated and make accessible (to residents and all those working with vulnerable cohorts) information on current provision to support progression into employment.</p>	<p>Merton web pages – Apprenticeship vacancies on recruitment pages A newly created “Young Merton” webpage which updates on events and shares any known apprenticeship vacancies. A further page awaiting IT sign off will provide links and information to local jobs and routes to employment via employment programmes, linking to local employers and training providers.</p> <p><sup>1</sup>EWG - Alerts for any internal apprenticeship vacancies are shared with the EWG partners via email to circulate to their clients.</p> <p>A list of programmes/services being delivered by EWG partners and the anticipated outcomes is shared amongst partners.</p> <p>HR - Alongside HR have an arrangement to liaise with social/key workers and prioritise any vulnerable young person’s application for interview plus offer support around the recruitment process.</p>	<p>HR My Futures futureMerton EWG</p>	<p>The social media pages for My Futures have just been signed off and are being set up by IT.</p> <p>Monthly meeting of key works supporting NEET young people identifies cohorts and sets up bespoke provision to meet their needs.</p> <p>Alerts for internal apprenticeships are being circulated amongst the EWG partners as vacancies for roles become available</p> <p>Services are listed for EWG members in a shared Indicator Set managed through futureMerton.</p> <p>HR continues to liaise with social/key workers on apprenticeship opportunities as they arise.</p>

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<sup>1</sup> Economic Well Being Group

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	Provide numbers of <ul style="list-style-type: none"> <li>work experience placements</li> <li>apprentices by directorate.</li> </ul> Sub-set data: <ul style="list-style-type: none"> <li>LAC supported and</li> <li>SEND supported.</li> </ul>	HR My Futures	The Council has launched a work experience programme and its aim is to offer 30 placements to LAC, schools and residents who live in the borough but attend school elsewhere. HR will evaluate scheme in August 2018 and consider a programme with young people.
Recommendation 2	Actions - Pathways	Lead	Status
We recommend that in order to better support target groups <sup>2</sup> , work taster/work experiences be provided. This should include extending the work of the Merton Employment Team in offering work taster/work experiences through the Council's contractors and other service providers (with exploration of how to build this as a requirement into standard contract terms and conditions). How these work taster/work experience opportunities are best delivered should be explored including consideration of the Traineeship framework, the <i>Work Experience Quality Standard</i> , the emerging Apprenticeship Strategy and the provision of a mentor to support each participant.	HR - Proposals for a work experience programme have been prepared and will go to the Workforce Strategy Board for agreement on 22 <sup>nd</sup> January 2018.	WSB	<b>Part met - See comments under Recommendation 1</b>
	Procurement – Encourage contractors to replicate opportunities for work placements (Driven through the Social Value Act). -	Commercial Services	<sup>3</sup> <b>Part met</b> A draft Social Value Toolkit has been circulated to Departmental Operational Procurement Groups and the Procurement Board for Comment. Comments received are now being incorporated into the final draft that will then be circulated to MVSC and the Economic Wellbeing Group for further comment in due course.  The Toolkit has been created to support commissioners and procurers, along with potential providers of services to Merton Council, with embedding the principles of Social Value into the commissioning and procurement process. It has been created to inspire new thinking that will help to establish what is right for the service in the process of delivering Social Value as part of commissioning and procurement.

<sup>2</sup> The Panel agreed that target groups should specifically mean children and young people in care/care leavers and/or those with Special Educational Needs and Disabilities (SEND)

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<p>Page 59</p>		<p>It must however be appropriate and proportionate to the particular service being tendered.</p> <p>Merton reviews opportunities to up-skill and generate jobs for local people through major procurement contracts on a case-by-case basis, given that not all contracts lend themselves to providing these types of opportunities. For example, we will be seeking the use of local labour supply and/or apprenticeships when we go out to tender for our Highways contract later this year. We will also seek such opportunities when going out to tender through the Council’s newly formed, wholly owned, Housing Company.</p> <p>It should be noted however that there is an added complexity when it comes to facilitating work experience and apprenticeships for vulnerable young adults. For example, there is a need (or at very least a perceived need) to carry out a DBS check on anyone that would be working with vulnerable young people. This is not always practicable for third party organisations and as such, limits the number of organisations willing to assist the Council with this particular objective.</p> <p>Note also the following contracts that have been established:</p> <ol style="list-style-type: none"> <li>1. CSF Commissioning team in collaboration with futureMerton has secured mechanical engineering work experience placements for a maximum of 4 YP at a time with Veolia at their Croydon and Merton workshops. The first cohort completed in May. All four YP were known to YOT. One was successfully supported by Veolia to apply for a 3 year</li> </ol>
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<sup>3</sup> Commercial Services will not be able to keep a record of where this has been successful and where it has not.

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apprenticeship, one was considered academically unsuitable for an apprenticeship but suitable for a post in the parts department which Veolia are creating specifically for him. The second cohort are 3 weeks into their 6 week placement. So far, 6 young people with vulnerable characteristics have benefitted from this project. Two of who applied for the opportunity while in youth detention centre. Veolia has committed to a rolling programme of placements.

2. CSF Commissioning team in collaboration with Future Merton has developed a pathway by which our young people aged 16 – 17 can obtain their Health, Safety and Environment, (HSE), certificate and sit the CSCS test, (A CSCS card is required for all personnel working on a construction site), with Merton QA alternative education provider has years of experience working with our disengaged YP. 8 Young men with vulnerable characteristics formed first cohort. Those who successfully obtain a CSCS card are then matched to suitable paid work experience placements sourced by futureMerton with commissioned contractors. In recognition of the lack of accredited courses and work related opportunities available in construction to this cohort, and following representation from CSF, the Construction Industry Training Board, (CITB), has made a national exception and awarded test centre status to a Merton approved provider.
3. CSF Commissioning team in collaboration with futureMerton has engaged the support of Subway Sandwich shop. Interested candidates put forward by the Council will take part in a 5 day trial during which they will receive £10 per day expenses. All suitable candidates will be offered PT or FT position in one of

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Page 61			<p>8 locations including Morden. To date, 3 CVs have been put forward and trials are being arranged.</p> <p>4. CSF Commissioning team in collaboration with futureMerton are in negotiation with UPS to provide work experience placements during which candidates will be trained to fulfil driver's mate position. UPS have committed to sourcing their seasonable driver's mates, (3 month paid contracts commencing in September 2018), from candidates successfully complete training over summer. Candidates will be paid £10 - £15 a day expenses over summer during training.</p> <p>5. CSF Commissioning team in collaboration with futureMerton has successful secured commitment from Go Ahead bus company, (based in Collier Wood), to offer 2 work experience placements in September working as mechanical engineers. If candidates prove willing, Go Ahead have committed to develop apprenticeship opportunities based on candidates ability. Go Ahead have committed to provide this opportunity on an annual basis if pilot is successful.</p> <p>6. CSF Commissioning team in collaboration with futureMerton are in the process of recruiting an Employer Engagement officer for 2 days a week to secure and manage additional placements. Post will be funded from s.106 funding until February 2019.</p>
	<b>Recommendations 3</b>	<b>Actions- Pathways</b>	<b>Lead</b>
To reflect that the aim of improving routes into employment for vulnerable	futureMerton -	All officers working with	Met

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<p>cohorts requires the involvement of teams across the Council (including HR, Children Schools and Families and futureMerton. We recommend that the Economic Wellbeing Group continue and be supported to be the main focus for reducing unemployment and increasing economic wellbeing in Merton. Attendance at the Economic Wellbeing Group for all appropriate departments, divisions and teams should be reinforced by making this a key performance indicator (KPI).</p>	<p>All representatives are receiving minutes of the EWG meetings via email and through the Merton Partnership web pages.</p> <p>The EWG will continue as a sub-group of the Sustainable Communities and Transport thematic. Officers are invited to attend and will be alerted to agenda items pertinent to their service area.</p>	vulnerable young people.	
<b>Recommendation 4</b>	<b>Actions - Pathways</b>	<b>Lead</b>	<b>Status</b>
<p>We recommend how to engage target groups and demonstrate the Council's commitment to their employment be explored. This might be included in the Looked After Children/Care Leavers Pledge.</p>	<p>Coram have been commissioned to engage our LAC and Care Leavers. Outcomes to inform LAC and Care Leavers' Strategies.</p> <p>HR –  <sup>4</sup>WSB to monitor current progress of DMT's in creating apprenticeships roles and further explore opportunities to remodel the Councils recruitment methods with the aim of supporting more apprenticeships and give consideration to ways of supporting vulnerable young people.</p>	14+ Team	Report back to Scrutiny
		WSB	Workforce Strategy Group is actively monitoring apprenticeships and using Senior leadership Meetings and DMTs to promote a wider take up. Please also see table inserted below for breakdown of apprentices by directorate.
<b>Recommendation 5</b>	<b>Actions-Pathways</b>	<b>Lead</b>	<b>Status</b>
<p>We recommend that Merton Council actively supports the target groups through traineeships and apprenticeship opportunities</p>	<p>HR -          WSB to review the opportunities available to vulnerable young people and review the take up of the work experience placements</p>	WSB	Workforce Strategy Group is actively monitoring apprenticeships and using Senior leadership Meetings and DMTs to promote a wider take up.

<sup>4</sup> Workforce Strategy Board

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that are advertised by the Council. It is proposed that a percentage of appropriate opportunities for our target groups is embedded in the Council's Apprenticeship Strategy and reflected in Merton's contribution to the public sector apprenticeship targets.	and apprenticeships taking into account Recommendation 4.		Please also see comments under Recommendation 1 above.
<b>Recommendation 6</b>	<b>Actions-Pathways</b>	<b>Lead</b>	<b>Status</b>
As recommended in previous task groups <sup>5</sup> , the Council should build a requirement for its contractors and other service providers to offer apprenticeships for Merton residents in its standard contract terms and conditions. How to promote apprenticeships to the target groups should be explored including use of <i>London Ambitions</i> .	<p>Procurement Board – The Social Value Act will be used in all relevant procurements to encourage contractors to support apprenticeships for local residents.<sup>6</sup></p> <p>HR Any opportunities that are made by contractors will also be advertised on the Merton website by using a link to the contractors webpage.</p>	<p>Procurement Board</p> <p>HR</p>	<p>Please see comments under Recommendation 2 above.</p> <p>Adverts will be managed as opportunities arise – no requests received to date.</p>
<b>Recommendation 7</b>	<b>Actions – Pathways</b>	<b>Lead</b>	<b>Status</b>
We recommend that the Children and Young People Overview and Scrutiny Panel continue to receive data annually on the number of apprenticeships achieved through the Council. This is to demonstrate impact but also to inform practice in the future	<p>Provide numbers of:</p> <ul style="list-style-type: none"> <li>• apprenticeship achieved completed</li> <li>• Destinations of apprentices</li> </ul> <p>Sub-set of date for target groups including:</p> <ul style="list-style-type: none"> <li>• No of LAC/Care Leavers supported</li> <li>• No of SEND and vulnerable adults supported.</li> </ul>	<p>HR My Futures</p>	<p>Will be reported annually from March 2018. This will need further analysis – will be reported back to Scrutiny. .</p>

<sup>5</sup> Adult Skills and Employability 2013, Recommendation 3 ([here](#)) and Post 16 Career Pathways 2012 ([here](#))

<sup>6</sup> Commercial Services will not be able to keep a record of where this has been successful and where it has not.

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provision of apprenticeships. Reporting should include the number of apprenticeships achieved, completed and the destinations of those achieving apprenticeships directly through the Council (and in the future it's contractors/service providers) Subset data on those from our target groups undertaking apprenticeships should also be provided.

Breakdown of all apprentices by directorate as of 30<sup>th</sup> May 2018:

May-18	In Progress New Apprentices	In Progress Existing staff	Pending	Total Including Pending
C&H	2	5	10	17
CS	9	5	16	30
CSF	1	4	1	6
E&R	0	1	2	3
Non Schools	12	15	29	56
Schools	0	5	18	23



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<b>Total</b>	<b>12</b>	<b>20</b>	<b>47</b>	<b>79</b>
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