

Oxleas NHS Foundation Trust 'Enterprise Act 2016' response

Oxleas NHS Foundation Trust as an apprenticeship levy paying 'public' body has a statutory requirement to report annually on the requirement to employ 2.3% of its workforce as apprentices. We have been taking action to meet this requirement increasing from 0.03% in 2018 to 1.43% in March 2020. It is anticipated that Oxleas will exceed the 2.3% requirement by March 2021. As of September 2020, we have achieved 2.1%.

We now offer a wider range of apprenticeship opportunities and have developed plans to increase both clinical and non-clinical apprenticeships in line with our workforce skill requirements. We presently offer apprenticeships from level 2 to level 7 available to all of our employees who meet the minimum standards required of the apprenticeship programme.

What follows is the narrative and facts from presented questions supplied via our Digital Apprenticeship Account. These form the report that has to be submitted to the Department for Education to meet the Enterprise Act 2016 requirements.

What actions have you taken this year to meet the target? How do these compare to the actions taken in the previous year?

Oxleas has employed an apprenticeship lead to increase awareness across the organisation and support apprenticeship scheme developments. More schemes are now being offered and more staff are engaging with the schemes being planned. Oxleas has also embedded apprenticeship training to some clinical career paths with the long-term view of filling high end skill shortages. With these actions, we anticipate to more than meet the Enterprise Act target in 2021. More importantly, we are equipping staff to be more effective and are creating a more highly skilled workforce.

What challenges have you faced this year in your efforts to meet the target? How do these compare to the challenges experienced in the previous year?

Being a provider of healthcare, we had to halt a lot of our apprenticeship activity during the peak time of the present Covid 19 pandemic. We have since un-paused and rejuvenated the programmes and have plans to expand both clinical and non-clinical provision. The range on offer will be to staff at all levels but we have developed some specific schemes / plans for bands 2 and 3 in clinical areas. These plans are in line with our expectation of improving our patients' experience by up-skilling staff via our apprenticeship offer. At the higher end of the clinical spectrum, we are also planning to offer a greater range which will include allied health professionals and advanced clinical

practitioners. We are looking to incorporate management and leadership up-skilling via the levy / apprenticeship schemes. To this end, we have already engaged 15 - 18 members of staff on the senior leaders and allied health professionals' schemes which will be declared by next year's census date.

How are you planning to meet the target in future? What will you continue to do or do differently?

Having now engaged an apprenticeship lead, we are able to better engage the workforce and plan new schemes to meet the Enterprise Act 2016 and workforce skills development. Managers are now more aware of these resources and contact the lead to discuss schemes that will fit the requirement of the staff for skill shortages. After some informal canvassing, schemes are being introduced both for clinical and non-clinical staff based on their learning and development needs and personal development review requests. We have also employed a workforce transformation manager to lead on the strategic implementation of a wider engagement strategy as one of the strands of change. We will continue to grow in clinical areas and build career paths from level 2 to level 7 to meet our present and future high skill shortages. Using the same focus and methodology, we intend to build career ladders to up skill present and new staff to meet our organisation present and future needs.

Do you have anything else you want to tell us?

With the changing of some standards e.g. removing the "Masters" from senior leaders, these will become less attractive to potential managers and candidates. This may suppress the attractiveness of these courses. Also with the removal of some level 2 apprenticeships, the entry level career interventions means it is less likely to engage with the apprenticeship theme of training.

Figures presented

Number of employees who work in England	
Number of employees who were working in England on 31 March 2019 (Taken from previously submitted report)	3,698
Number of employees who were working in England on 31 March 2020 (Taken from annual report)	3,851
Number of new employees who started working for you in England between 1 April 2019 to 31 March 2020	884
Number of apprentices who work in England	
Number of apprentices who were working in England on 31 March 2019	23
Number of apprentices who were working in England on 31 March 2020	55
Number of new apprentices in England between 1 April 2019 to 31 March 2020 (includes both new hires and existing employees who started an apprenticeship)	32

Reporting percentages	
Percentage of apprenticeship starts (both new hires and existing employees who started an apprenticeship) as a proportion of employment starts between 1 April 2019 to 31 March 2020	3.62%
Percentage of total headcount that were apprentices on 31 March 2020	1.43%
Percentage of apprenticeship starts (both new hires and existing employees who started an apprenticeship) between 1 April 2019 to 31 March 2020 as a proportion of total headcount on 31 March 2019	0.87%

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