

NHS Greater Glasgow and Clyde
Equality Impact Assessment Tool For Frontline Patient Services

It is essential to follow the EQIA Guidance in completing this form

Name of Current Service/Service Development/Service Redesign:

Modern Apprenticeship Pilot

Please tick box to indicate if this is a : Current Service Service Development Service Redesign

Brief description of the above: (Please include if this is part of a Board-wide service or is locally determined).

This pilot is part of the Board's HR employability strategy and also has implications for workforce development and planning. The pilot targets people who are between 16 and 19 and evidence from workforce data suggests that this group is underrepresented within the workforce.

NHSGGC has identified a maximum of 20 MA places: 10 clerical officer posts within Health Records (Band 2) and 10 Clinical Support Worker posts within Diagnostics (Band 3).

Who is the lead reviewer and where based?

Working for Health Manager– Laura McKie and Work Access Programmes Manager – Annette Monaghan

Please list the staff groupings of all those involved in carrying out this EQIA
(when non-NHS staff are involved please record their organisation or reason for inclusion):

Head of Workforce Planning & Development,
 Head of Resourcing, Recruitment Manager,
 Work Access Programmes Manager,
 Heads of HR Diagnostics
 Line Manager Reps from HIT and Diagnostics,
 Equality and Diversity Officer

Impact Assessment – Equality Categories

| Equality Category | Existing Good Practice | Remaining Negative Impact |
|--|---|--|
| Gender | <ul style="list-style-type: none"> No good practice | <ul style="list-style-type: none"> No negative impact |
| Ethnicity | <ul style="list-style-type: none"> No good practice | <ul style="list-style-type: none"> No negative impact |
| Disability | <ul style="list-style-type: none"> No good practice | <ul style="list-style-type: none"> No negative impact |
| Sexual Orientation | <ul style="list-style-type: none"> No good practice | <ul style="list-style-type: none"> No negative impact |
| Religion and belief | <ul style="list-style-type: none"> No good practice | <ul style="list-style-type: none"> No negative impact |
| Age (Children/Young People/Older People) | <ul style="list-style-type: none"> Young people aged between 16-18 years of age are target group for this campaign young people under represented in workforce. Poor record of | <ul style="list-style-type: none"> Young people don't generally meet our person specification |

| | | |
|--|---|--|
| | <p>recruiting 16-19 year olds and subsequent under-representation in the workforce. January 2009 workforce demographics show 123 staff aged 16-19 years of age, 0.3% of workforce.</p> | |
| <p>Social Class/ Socio-Economic Status</p> | <ul style="list-style-type: none"> • Scheme will improve access to NHS GGC job and a future career with subsequent impacts upon lifestyle, social environment, access to services, • Employment opportunities with no previous work experience are limited and as school leavers are not entitled to benefits (unless aged 18 or above). This scheme offers an opportunity that recognises this and offers an alternative to the higher/further education route to developing skills and moving into employment and thus avoiding long term unemployment, social and economic deprivation, stress upon family i.e. having to financially support an unemployed teenager etc | <ul style="list-style-type: none"> • No negative impact |

| | | |
|----------------------------|---|---|
| Additional marginalisation | <ul style="list-style-type: none"> • Applications from areas of socio-economic deprivation and also from school leavers from asylum seeking and refugee backgrounds. | <ul style="list-style-type: none"> • No negative impact |
| All | <ul style="list-style-type: none"> • Recruitment campaign to target/young people attract applications from the broad spectrum of equalities groups i.e. applications from both males and females; range of ethnic, sexual orientation, religious and belief backgrounds; people with disabilities/specialised schools and from a range of socio-economic backgrounds. • Anonymous application forms • Equal opportunities monitoring • Promotion of opportunity to wide audience via local press adverts (Daily Record, Awaz Monthly, Greenock & Paisley newspapers) NHS GGC website, National recruitment website, approximately 5000 email addresses on vacancy bulletin list, Careers Scotland, Staffnews, Glasgow Works and Local Regeneration Agencies. • Advert content and design planned with target group in mind i.e. format, easy to understand advert • Additional information pack giving guidance on how to complete application form and where to get guidance if needed | <ul style="list-style-type: none"> • Scheme only open to school leavers and so scheme excludes <ul style="list-style-type: none"> • existing members of staff • anyone who hasn't left school in the last year • It is important to remember that these restrictions are only applied to the pilot phase and the inclusion of existing members of staff and older applicants would be considered for future intakes once the pilot has been evaluated) |

| Actions | Date for completion | Who is responsible?(initials) |
|--|--|-------------------------------|
| Cross Cutting Actions | | |
| <p>Specific Actions</p> <p>There were specific constraints attached to this pilot; namely - restricted to school leavers, lack of operational budget for marketing etc and very short lead-in period. If Modern Apprenticeships are repeated, the following actions would be carried out:</p> <ul style="list-style-type: none"> • Position as part of Workforce/Transition Plan • Lift restriction – school leavers. • Target existing staff as appropriate- • Have longer lead-in period which would allow for pre-recruitment briefings with minority groups • Use existing communication channels e.g. youth clubs, minority groups; specific religious and BME groups e.g. Mosque etc, groups for disabled people; specific support groups. • Target advertising at groups mentioned above • Negotiate marketing budget to target above groups • Work more closely with schools, colleges and Careers Scotland | Ongoing planning for future intakes includes recommendations related to these actions. Discussions ongoing and progress will be noted. | |

Ongoing 6 Monthly Review Please write your 6 monthly EQIA review date:

| |
|---------------|
| Yearly Review |
|---------------|

Lead Reviewer: Annette Monaghan
Sign Off: Work Access Programmes Manager
Annette Monaghan (by email)
3 March 2010

Please email copy of the completed EQIA form to irene.mackenzie@ggc.scot.nhs.uk

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