



Nottinghamshire
County Council

Welcome to the R4W bulletin!

December 2008



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"A dream come true"



From left to right: John is pictured here on the right with Trevor Middleton and Bob Ludlow from the Neighbourhood Response Team

John Herring is a fantastic example of how an individual can turn their life around with sheer determination and a burning ambition to work for Ashfield District Council.

John attended Nottinghamshire County Council's County Horticulture and Work Training Unit for almost ten years as a service user.

He also undertook voluntary work with Ashfield District

"I am now working for Ashfield District Council and it's a dream come true."

Council which fuelled his ambition to secure paid employment with them.

Manager of County Horticulture and Work Training Kenwyn Smith and his team at Skegby Unit supported John in his desire to find paid work.

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Are you an employer with vacancies?

Contact the Ready4Work team on (0115) 934 0777 for free job match service.

Recommended best practice for employing people with a disability

Disabilities agenda on employment

1. Equal opportunities policy and procedures

Disability will form an integral part of all equal opportunities policies and practices.

2. Staff training and disability awareness

Specific steps will be taken to raise awareness of disability throughout the organisation.

3. The working environment

Specific steps will be taken to ensure that the working environment does not prevent disabled people from taking up positions for which they are suitably qualified.

4. Recruitment

Recruitment procedures will be reviewed and developed to encourage applications from and the employment of disabled people.

5. Career development

Specific steps will be taken to ensure that disabled employees have the same opportunity as others to develop their full potential within the organisation.

6. Retention, retraining and redeployment

Full support will be given to any employees who become disabled, enabling them to maintain or return to a role appropriate to their experience and abilities within the company.

7. Training and work experience

Disabled people will be involved in work experience, training and education/industry.

8. People with disabilities in the wider community

The employer will recognise and respond to disabled people as customers, suppliers, shareholders and members of the community at large.

9. Involvement of disabled people

Disabled employees will be involved in implementing this agenda to ensure that wherever possible, employment practices recognise and meet their needs.

10. Monitoring performance

The employer will monitor its progress in implementing the key points. There will be an annual audit of performance reviewed at board level. Achievements and objectives will be published to employees and in the annual report.

"A dream come true"

(continued from front page)

John was referred to the Workstep Programme in November 2006 and his Development Officer Karen Clifford negotiated a Work Prep Placement with Ashfield District Council's Street Cleansing Department. Throughout this time, John was supported by Richard Sheward, Environmental Services Manager and Trevor Middleton, Neighbourhood Response Officer. John did so well he was offered a temporary contract in the Street Cleansing Department. To complete his ambition he was appointed a permanent Neighbourhood Response Support Operative in June 2008.

When asked about his experience, John said "The Ready4Work Team have helped me a lot to find work and it's really happened! I am now working for Ashfield District Council and it's a dream come true."

■ *Do you have a hobby or interest you would like to share with us?*

■ *Do you do something unusual in your spare time?*

Talk to your Development Officer about an article in the next bulletin.

Ashfield Links Forum

When John Ross was told he was being made redundant from the UK's Disabled People Council in Derby, he was determined for the Transcription Service to continue.

The Transcription Service converts information to a variety of formats including: Braille, DVD with British Sign Language and English subtitles, audio CD, audiotape, floppy disk, large print and Easy Words & Pictures formatting.

The service successfully transferred to Ashfield Links Forum at the end of August

2008 where John secured employment with the support of the Ready4Work team through the Workstep programme.

The Ashfield Links Forum has been running in the Ashfield District for over 13 years. They help the voluntary and community sector with just about anything and provide assistance with group support, funding, training, marketing, self help and much more.

Advice is FREE and there is always someone on hand to help with any enquiries.



John can be contacted at:

Ashfield Links Forum,
Transcriptions, The Council
Offices, Fox Street, Sutton in
Ashfield, Nottinghamshire.
NG17 1BD

Tel: **01623 555551**

Email: johnr@ashfieldlinks.org.uk

Successful people

Gary's journey continues...

In July 2007 we featured an article about Gary Baird and his journey back to work.



Gary secured employment at DIAL (Disability Information Advice Line) in Mansfield as the Volunteers Manager. But his journey into work hasn't stopped there.

With support from the Ready4Work Team he has achieved qualifications in basic English OCR levels 1 & 2. He has also just sat the examination for basic Maths OCR level 1 and is currently studying for level 2.

To top all of this off he has also gained an NVQ in Customer Services.

Gary's training was delivered by Key Skills Training at Kirkby in Ashfield.

Training success

Congratulations to Angela Knight, seen below centre, receiving her Level 2 Award in Food Safety in Catering from her employer Ian Goundry. Ian has encouraged Angela's training and development to enable her to gain the award.

Angela is supported in employment at Ian Goundry Catering Services Ltd. by the Ready4Work team through her Development Officer Karen Clifford. Angela has now worked in her current role as Catering Assistant for three years.

Gavin Shelley, Team Manager for Food and Nutrition Services provided the training and additional one to one training support for Angela. Other staff were also able to access the training and were successful in gaining the qualification.



From left to right: Ian Goundry, Angela Knight, Karen Clifford

To all our service users, employers, companies and organisations which support us:

The Ready4Work team would like to wish a **Merry Christmas and a Happy New Year** to all service users, employers, companies and organisations supporting the team in providing employment and work placements for people with disabilities throughout Nottinghamshire.

As a token of our appreciation for your hard work we have enclosed small gifts. For our service users, a pocket diary which we hope you will find useful for remembering future dates and appointments. For our employers, companies and organisations, the Ready4Work Team Mouse Mat to remind you of our contact details and the services we can provide for you.



National Minimum Wage

The National Minimum Wage applies to nearly all workers and sets fair hourly rates of pay. The rates are based on the recommendations of the independent Low Pay Commission. The rates change on 1 October each year.

New National Minimum Wage rates from 1 October 2008

- Workers aged 22 and over - £5.73 per hour
- Workers aged 18-21 - £4.77 per hour
- Workers aged 16-17 - £3.53 per hour
- Accommodation offset - £4.46 per day (£31.22 per week)

To find out more see the **business link website:**

www.businesslink.gov.uk/employingpeople

For free confidential advice call the **National Minimum Wage Helpline on 0845 6000 678**. This is also the number to ring if you think you are being underpaid and wish to make a complaint. Callers may remain anonymous if they wish to do so.

Contact us if you would like further copies of this publication, or you need the information in a different language or format:

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