



# Inclusive Employment Conference

2 October 2023, Birch Hotel (Selsdon)

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**MAYOR OF LONDON**





# Welcome to the Inclusive Employment Conference

- Please help yourself to refreshments
- We will start at 9.40am
- If there is anything we can do to make you more comfortable please let any of the event staff know

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**9.45-10.00: Welcome**

Polly Persechino, Head of Economy, Skills and Employment

**10.00-11.00: Disability in the workplace**

keynote: Abigail Agyei MBE, Dept of Health and Social Care & Neurodiversity advocate

**BREAK**

**11.15-11.30: Support available for employers**

Chris Paterson, Director, Reed in Partnership

**11.30-11.50: Table discussions: Support for employers**

**11.50-12.15: Employability Pathways**

Matt Wood, CEO, Millwood Servicing and Woodmor Foundation.

**12.15-12.30: Table discussions: Employability Pathways**

# Agenda

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**13.20-13.40:** Inclusive Recruitment support practices, David Steeds, Group Partnership Manager, Department for Work and Pensions

**13.40-14.00:** Table discussions: Support practices for employers

**BREAK**

**14.10-14.25:** Challenging our recruitment practices, David Hobday, CEO Sutton Mencap

**14.25-14.30:** Table activity: What four things?

## Conference Close

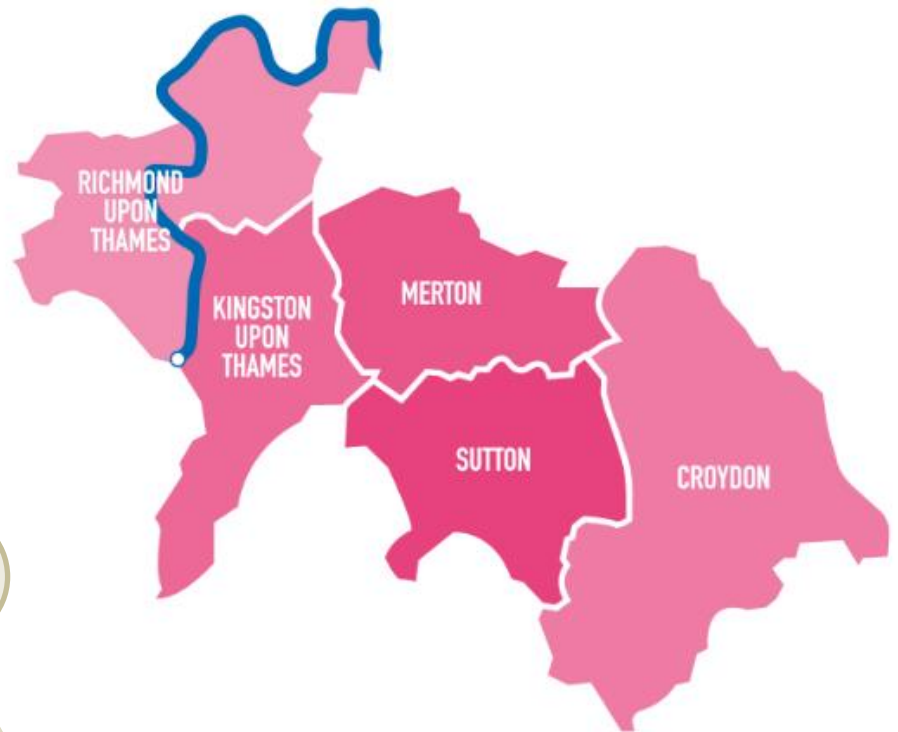
- Pledging to make a difference
  - Tour of the hotel

# Agenda

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# Who are we?

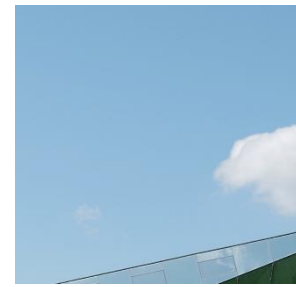
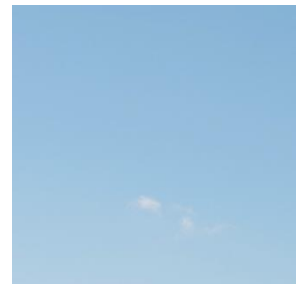


Voluntary partnership of 5 boroughs

£28m of projects over the last 5 years

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**London  
Recovery  
Programme**



**No Wrong Door**  
— to finding good  
work



**Seamless and coherent end to end journey, simplifying  
complex relationships and processes**

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# Context



- Local Skills Improvement Plans
- Work and Health Programme
- Pioneer Support



- UK Shared Prosperity Fund
- Adult Education Budget



- Universal Support
- Work Well Partnership Programme
- Economically Inactivity rates

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# Key-note Speaker

**Abigail Agyei MBE**

Award-winning policy and strategy advisor (currently working at Department of Health and Social Care), diversity, equity and inclusion champion and a neurodiversity advocate

**Disability and Individuality: Increasing Understanding and Shifting Perspectives**

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# Disability and Individuality: Increasing Understanding and Shifting Perspectives

**Abigail Agyei – Senior Policy Advisor, Diversity, Equity and Inclusion Champion, Community Builder and Neurodiversity Advocate**





**Prisons & Probation Ombudsman**  
Independent Investigations

  
**Ministry of Housing, Communities & Local Government**



**BE ALWAYS MINDFUL OF ETHNICITY**

**The Black Asian and Minority Ethnic (BAME) Network**  
is an inclusive staff network that aims to be representative of all minority ethnic groups working within the department



  
**Department of Health & Social Care**



# Diverse and Inclusive Environments Benefit Us

Research has found that organisations with higher level of diversity have :

- less turnover

- more professionals with job satisfaction and

- have also found to be more profitable than organisations with monolithic workplaces.

Research also shows that diverse groups make better decisions – so being a diverse organisation makes the department better at the critical work it does.

Everyone has a part to play in creating inclusion in the workplace

# Creating A Disability Inclusive Organisational Culture

Accepting all forms of Disability and Neurodiversity

Talking about neurodiversity will improve awareness

Devore and tailor resources

Foster inclusive recruiting and hiring

# Inclusive Language

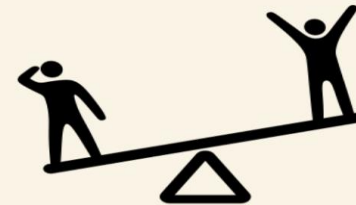
- One way to deconstruct systems of power is using inclusive language
- This is important as can demonstrate to marginalised and historically excluded communications that it is safe to be themselves in an environment
- At times I know can feel like there is a lot to remember and can be hard to navigate some points to remember:
  - Language is not just about inclusion its about power
  - Definitions are constantly evolving be willing to keep learning
  - Never assume always check, even better aim to create safe environments where you do not have to ask
  - Avoid stereotypes
  - Forgive yourself but try to avoid making same mistakes again
  - Create space for corrections, learning and conversation



## What is Intersectionality?



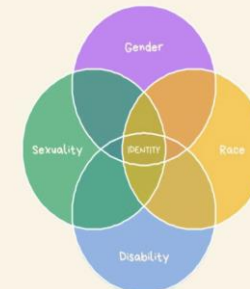
Intersectionality is an analytical framework for understanding how a person's various social and political identities combine to create different modes of discrimination and privilege. Intersectionality identifies multiple factors of advantage and disadvantage.



Intersectionality is about fighting discrimination *within* discrimination, tackling inequalities *within* inequalities, and protecting minorities *within* minorities.



The intersecting and overlapping social identities may be both empowering and oppressing.



- Gender
- Caste
- Sex
- Race
- Ethnicity
- Class
- Sexuality
- Religion
- Disability
- Weight



# Intersectionality @ work

Research into neurodiversity in the workplace found that half of leaders and managers would be uncomfortable employing or line managing someone who is neurodivergent

Over half of autistics (60 per cent), dyspraxics (55 per cent) and dyscalculics (53 per cent) reported that people in their workplace behave in a way that excludes neurodivergent colleagues. But this feeling is not entirely shared by their neurotypical colleagues, with only 29 per cent agreeing this is the case.

Almost one third (31 per cent) of Black and ethnicity minority (BME) women report being unfairly passed over for or denied a promotion at work, this rose to nearly half of disabled BME women (45 per cent)

Black Women are more likely to speak out against bias and discrimination at work—and more likely to experience retaliation for doing so.

50% of women of Pakistani or Bangladeshi heritage and 48% of women of Black African heritage stated that they had been criticised for behaviours other colleagues get away with at work, compared to 29% of White British women.

Black women of Caribbean heritage, and women of East Asian and Chinese heritage were the least likely to report 'often' or 'always' feeling comfortable in their workplace culture, at 43% and 41%, respectively.

# Intersectionality @ work

One in eight trans people (12 per cent) have been physically attacked by customers or colleagues in the last year because of being trans.

One in ten Black, Asian and minority ethnic LGBTQ+ staff (10 per cent) have similarly been physically attacked because of their sexual orientation and/or gender identity, compared to three per cent of White LGBTQ+ staff


Almost one in five LGBTQ+ staff (18 per cent) have been the target of negative comments or conduct from work colleagues in the last year because they're LGBT.

Black women face more microaggressions than other groups of women, and are three to four times as likely as white women to be subjected to disrespectful and “othering” comments and behaviour.

Black women are more likely than any other group of employees, including ethnic minority men and women of other races and ethnicities, to spend a substantial amount of time on DEI work that falls outside their formal job responsibilities.

Muslim women were significantly more likely to make changes to themselves at work than non-religious women or women of other religions. 53% of Muslim women changed the clothes they wear at work ‘a great deal’ or ‘quite a bit’, compared to 37% of Christian women and 32% of non-religious women.

@weareunmasked unmasked



**Black Women** are underdiagnosed and misdiagnosed when it comes to **ADHD and Autism**.


These are some reasons why...

01 @weareunmasked

### Adultification Of Black Girls

Adultification bias is a form of racial prejudice where children of minority groups are treated by adults as being more mature than they actually are.

Non-compliant behaviour may be viewed as a **disruption** and threat, rather than a sign of ADHD, meaning teachers may miss opportunity to support Black female students.



♡ ◻ ◻ Save For Later

02 @weareunmasked

### Fear Of Stigmatisation For Black Families

Black children are ten times more likely to be referred to CAMHS via **social services** rather than their GP service.

Negative stereotypes and bad experiences can lead to **distrust** of the education and health system, with Black parents being fearful of their children being labelled and stigmatised as stupid or troublesome, meaning their struggles may be overlooked.




♡ ◻ ◻ Save For Later

03 @weareunmasked

### The 'Twice As Hard' Narrative

Black children are brought up with the **twice as hard** narrative – the idea that they must work twice as hard to achieve half as much as their white counterparts.

With this message instilled from a young age, Black people can feel that the reason they are **struggling** is because they're not pushing themselves hard enough, not because their brains work differently.



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04 @weareunmasked

### Gaps Addressing Black Women's Healthcare

An NHS Study found evidence for Black Women of negative interactions, stereotyping, disrespect and cultural insensitivity, leading to some Black women feeling **othered, unwelcome, and poorly cared for** by health services.

Black woman often have to really **fight and advocate** for themselves to be taken seriously by doctors.



♡ ◻ ◻ Save For Later

05 @weareunmasked

### Expectations Placed On Black Women

Cultural pressures that society often demands that Black women can often make them experts at **masking** symptoms of ADHD which can eventually lead to burnout.

Black women face the pressures of the **Superwoman Schema** – where they feel obligated to appear strong, suppress emotions and resist being vulnerable or dependent on others.



♡ ◻ ◻ Save For Later

# What organisations can do to progress the intersectional equality agenda

**1) Assess the demographic makeup of your entire staff and apply an intersectional analysis**

**2) Establish Clear Goals**

**3) Devote Resources and investigate the effects of external action if needed**

**4) Hold spaces for your underrepresented groups and respect their boundaries and wellbeing (lead with empathy)**

**5) Create opportunities for all staff to come together as a group**

**6) Like other key priorities disability, sexism and racism efforts should be led from the top, by the leadership team.**

**7) Give voice to marginalised leadership, colleagues, or employees, but do not lean on them to address these issues; you must own this work.**

**8) Look at the biases in your recruiting, hiring and talent management and focus on your talent pipeline**

**Undiagnosed neurodivergence is like being handed a video game that has been set to hard mode, but having people tell you over and over “it’s on easy, why do you keep dying?”**

**Diagnosis is learning the game is on hard mode. It doesn’t make it easier, but you can strategize.**



# How to support neurodivergent employees and those with disabilities?

If a colleague has asked for help, let them know it's good they're asking for help and make them feel as comfortable as possible

Highlight and discuss with them their areas of strength

Discuss where they feel they need further support, development or any workplace adjustments, and how you will support them with this (personal preference)

Listen empathetically and validate their experiences without judgement

Do your own research!

As a manager it is important to respect confidentiality



## Personal preferences and workplace adjustments

Conditions I like to work in

The times/hours I like to work

The best ways to communicate with me

The ways I like to receive feedback

Things I need

Things I struggle with

Things I love

Other things to know about me

.

# Some suggested accommodations for executive functions differences to consider

Sending and setting reminders an hour ahead of meetings or tasks

Be specific with instructions and deadlines e.g. I need this completed by 4pm rather than I need this done by tomorrow

Use checklists, diary, calendar, day planner to structure day

Weekly Catch ups (even beginning and end of week), frequent check ins and progress meetings to help stay on track and help with prioritisation indicators

Use larger and multiple screens so everything visible help reduce stress

Break tasks down into clear bite size steps

Provide best case examples and templates where possible

Follow up verbal instructions with written instructions

Do not view lateness as necessarily poor attitude

Feed in regular breaks in the day

# SOME FINAL TAKEAWAYS

- Take the time to **understand to talk to and listen** to your colleagues, so you can understand who they really are not just who you perceive them to be.
- Be **compassionate** and listen to hear what colleagues are saying, as opposed to listening to tell them what you think.
- **Be honest and transparent** and be ready to own up to the mistakes made and will most likely make in the future but all with the **aim and commitment** to do better!
- Do not treat this work as ‘flavour of the month’ there should be a commitment to improving intersectional identities experiences is an ongoing effort that needs to be ingrained within your **organisation’s culture**.
- This is **a marathon**, not a sprint. Pace yourself for a sustained effort as change is often painful but the results are incredibly worthwhile.

# Resource S

- [My Tedx - Yes, Black women have ADHD too and need your attention! | - Abigail Agyei | TEDxUniversityofEssex – YouTube](#)
- [\(2\) Abigail Agyei MBE | LinkedIn](#)
- [Diagnosis Pathways - ADHD UK](#)





# Break

Grab a drink

Please be back  
at **11.15 am**

# Support for employers

**Chris Paterson**  
Reed in Partnership

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# Support Available for Employers

Chris Paterson  
Programme Director  
Reed in Partnership

better  
**working**  
futures  
WORK AND HEALTH PROGRAMME

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# Reed in Partnership – who are we?

- Reed in Partnership's mission is to positively transform people and their communities
- We started over 30 years ago from a single office in Hackney
- With our help, people start working, improve their health, develop their skills and fulfil their potential.
- Millions of people across the UK have benefited from accessing a Reed in Partnership service and using it to change their lives for the better.
- Reed in Partnership were commissioned by the South London Partnership to deliver Better Working Futures Work and Health Programme (2018), Job Entry Targeted Support (JETS 2020) and Work Routes (2023):
  - 13,500 Residents engaged with these programmes to date (6,900 on WHP)
  - 5,550 Residents secured employment (2,840 on WHP)
  - Over 70% of those WHP residents placed into work had a declared disability

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# A Road well-travelled.....

Despair

Hope

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# A Road well-travelled.....



- Initial Health Diagnostic
- Health Interventions driven by need
- *Sector Based Work Academies*
- *Skills training matches labour market and JG*
- *Working with DC Employers*
- *Support for Employers who aren't DC*
- *Financial help for travel/interview clothing*
- *Tailored In Work Support*
- *Financial/Relationship/Skills*

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# Employer Support - Connectivity is Key

- Pre-Employment – Referral pathways, Talent Identification, Health and Skills intervention/support/development
- Post-Employment – Tailored In Work Support, Safety-net approach
- Employer Focussed – Fully Funded, bespoke, supportive approach to improving opportunities for all.

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# 2 Hopes for today.....

- Ease of Access
- Next steps



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# Table discussion

**1**

**What's strong:**

What benefits are there with working with an employment support organisation?

**2**

**What's wrong:**

are there any barriers or assumptions that we could address?

**3**

**Ideas for**

**action:** What things might you do back at work?

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Welcome to the

# WoodMor Foundation CIC

Founded by Matt & Clare Wood



# WoodMor Foundation Supporting Square pegs



document. Any alteration made to it without proper authority will be liable to severe penalties.

RN Form S 459  
(Revised September 1986)

This corner to be cut off, if the man is discharged with a "bad" character, or with disgrace, or if specially directed by the Ministry of Defence

**Royal Navy**  
**Certificate of Service**

MATTHEW SIMON  
Christian Name(s)

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# The WoodMor Story

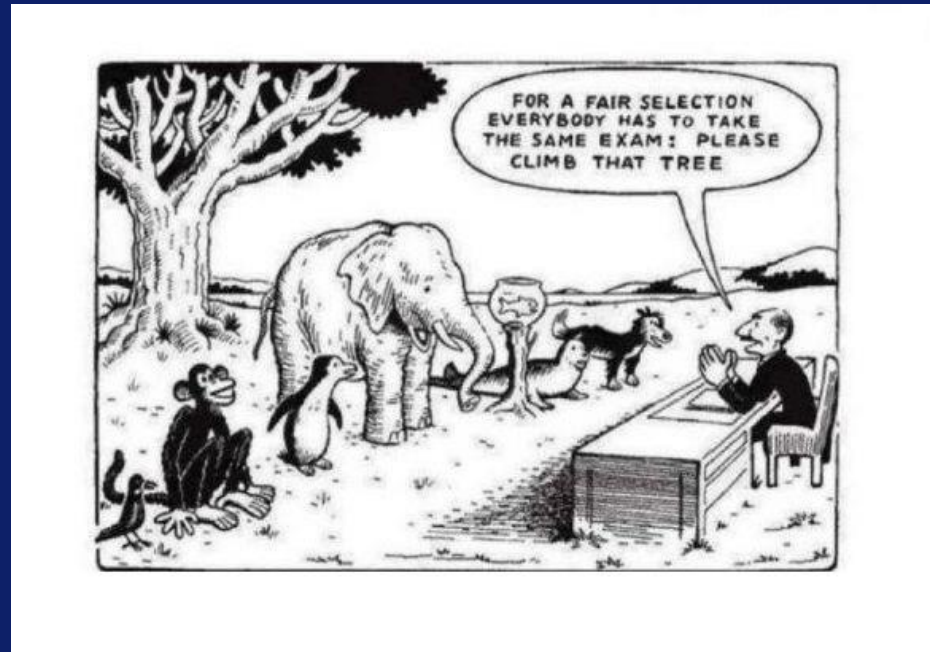
## Matt Wood

- Employ the character, teach the skills
- CEO of Millwood Servicing a 30 year old family business. Employing 40 staff, Based in Hackbridge. 40% of whom have a disability. Physical, mental, neurodiverse or learning difficulties
- Granted the Freedom of the City of London for lifelong dedication to charitable endeavours
- Belief that Everyone has the right to purposeful paid employment – BUT not everyone has the opportunity



# Everyone has the right to Purposeful Paid Employment

Allowances  
Understanding  
Adjustments  
Differences  
Awareness



# Why employ people with Disabilities

- A diverse workforce benefits your business by providing differing viewpoints and gives a different perspective, ideas and solutions
- Increases disability awareness for all stakeholders
- More precisely reflects real-world communities
- Can create a more purposeful work environment and improved social value leading to improved differentiation with competitors
- Can provide guidance and enable enhanced accessibility for all
- Increased rates of staff retention with additional pride in the company
- Increased job satisfaction and rewarding for other staff members





## Zero to Hero - Apprenticeship Scheme

- 2009 Millwood Servicing began a 'Zero to Hero' apprenticeship scheme - 'No prior knowledge, skills or qualifications within the fire industry'
- 15 Apprentices have qualified through the scheme
- Positive working relationships with local specialist agencies
- Wholehearted Belief in 'Employ the character, teach the skills'
- Looking for attitude, aptitude, work ethic and team players as well as skills and talents
- Actively promote opportunities with our specialist recruitment partners and at reverse job fayres



**NHS**  
Central and  
North West London  
NHS Foundation Trust

 **DOWN'S  
SYNDROME  
ASSOCIATION**

 **Status**  
Employment Health & Wellbeing for a better future



- Ask them and have open communication with Support Workers/family members
- Look at reducing hours, modifying the role or adapt the type of tasks
- Examples of reasonable adjustments for people who have hidden disabilities:
  - Epilepsy (careful seating to ensure correct lighting and adjusted screen),
  - Diabetes (having a buddy who is aware and can respond)
  - Dyslexic (special software installed and reading overlays)
  - Mental ill-health, regular and supported check-ins
  - MHFA trained staff

## Ways to become more inclusive

SOME DISABILITIES LOOK LIKE THIS



SOME LOOK LIKE THIS





# Disability Confident Leader



First approved in 2019, recently reviewed and approved 2023



Have a dynamic approach to recruitment and offer a flexible process



Offer a 'discovery dialogue', as we are mindful of the impact any 'interview' may have in terms of anxiety and stress for the candidates.



Offer an additional person to accompany candidates, either a job coach, friend or family member.



All candidates are asked about specific adjustments for the interview process



Options – F2F, video call, phone call or even a 'walk and talk'





The  
WoodMor  
Foundation  
Founded Oct  
2020

- Totally original Employability Programmes
- Diverse groups, aged 18+
- Providing tailor-made challenges that enhance employment opportunities
- *'Me Movie™' - Undisputable video evidence of employability skills*



# Proving Soft Skills - Employability

- Self-motivation
- Resilience
- Organisational skills
- Decision Making
- Creative thinking
- Teamwork
- Leadership
- Flexibility
- Versatility
- Reliability
- Creativity
- Effective Communication
- Interpersonal Skills
- Problem solving
- Time Management
- Showing Initiative
- Attention to detail
- Perseverance
- Commercial Awareness
- Fundraising



# The First WoodMor Challenges



Becoming an Explorer



Becoming a Beekeeper



# Gillian Haran – Becoming an Explorer



- Diagnosed with a Life-long illness aged 26 - Crohns Disease
- 2013 she was forced to medically retire from her Nursing career
- 2018 she experienced mental ill-health. With complete lack of confidence, she was at an all-time low
- 2020 she joined the WoodMor Foundation
- 2022 Gill completed her challenge, through three challenge changes and during the Global Pandemic.
- Created an Instagram following and raised over £4,000
- Began volunteering at the British Red Cross. She's now a proud paid employee as a virtual assistant at All4Inclusion





# This is Gill's story

Click [HERE](#) for link to  
MeMovie via YouTube





# Byran Turner - Becoming a Beekeeper







# This is Byran's story

Click [HERE](#) for link to MeMovie  
via YouTube



# Reed in Partnership

## And The WoodMor Foundation

- Our WoodMorers transition to employment pathways via Reed in Partnership
- 7 step process to achieve long-term, sustainable employment
  - Dedicated Employment advisor – Person centred
  - Collaborate with participants to create a workable plan
  - Provide health professionals to advise on mental and physical health
  - Training courses to upskill
  - Support, help and guidance to find, choose and apply for a job
  - Holistic support to provide wraparound services e.g. housing, finance
  - Regular contact to improve job retention





# Multi-Award Winning



# Thank You

We look forward to hearing from you

Email: [contactus@woodmor.org](mailto:contactus@woodmor.org)

Website: [www.woodmor.org](http://www.woodmor.org)



# Inclusive Recruitment Support Practices

**David Steeds**

Group Partnership Manager for London and Essex

Department of Work and Pensions

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## Inclusive Employment, and why?

**David Steeds**

**Group Partnership Manager**

**Department for Work and Pensions**

**London & Essex**

**[david.steeds@dwp.gov.uk](mailto:david.steeds@dwp.gov.uk)**

# The Disability Confident Scheme

The aims for Disability Confident are to:

- **challenge misconceptions** and increase understanding of disability and the benefits of employing or retaining disabled people
- **increase the number of employers taking action** to be Disability Confident
- support the Government's commitment to **reduce the disability employment gap**.



More than  
**11 million**  
paid employees work for  
Disability Confident businesses



Find out more: [gov.uk/disability-confident](https://gov.uk/disability-confident)

PLAN FOR  
**JOBS**

Less than  
**10%**  
of disabled people  
use wheelchairs





**The Disability Confident scheme supports employers to make the most of the talents disabled people can bring to your workplace.**

### **Disability Confident employers of all sizes are:**

- challenging attitudes towards disability
- increasing understanding of disability
- removing barriers to disabled people and those with long-term health conditions
- ensuring that disabled people have the opportunities to fulfil their potential and realise their aspirations



# Why you should become Disability Confident?

Being Disability Confident could help you discover someone your business just can't do without.

Whether an employee has become disabled during their working life, or you're looking for new recruits, being Disability Confident can help your people fulfil their potential and contribute fully to your team's success.

By being Disability Confident, you'll also be seen as leading the way in your business sector and beyond, helping to positively change attitudes, behaviours and cultures.



# What difference can it make to your business?



Resolve skills shortages



Be cost-effective



Increase staff retention



Reduce staff absence



Improve client relationships



Up-skill existing workforce and boost morale



Demonstrate a social conscience



Boost corporate reputation



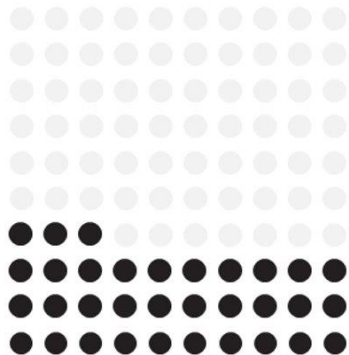
## Disability Confident helps businesses:

- draw from the widest possible pool of talent
- secure and retain high quality staff who are skilled, loyal and hard working
- save time and money on the costs of recruitment and training by reducing staff turnover
- keep valuable skills and experience
- reduce the levels and costs of sickness absences
- improve employee morale and commitment by demonstrating that they treat all employees fairly

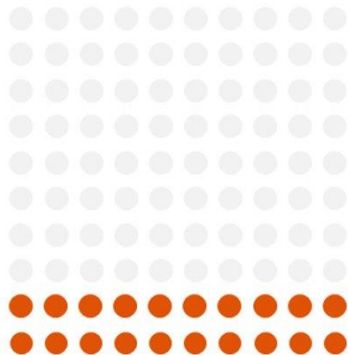


# Why becoming a Disability Confident employer matters?

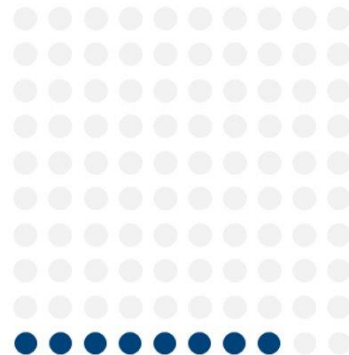
**33%** of the working-age population report having a long-term health condition



**20%** of the working-age population report having a disability



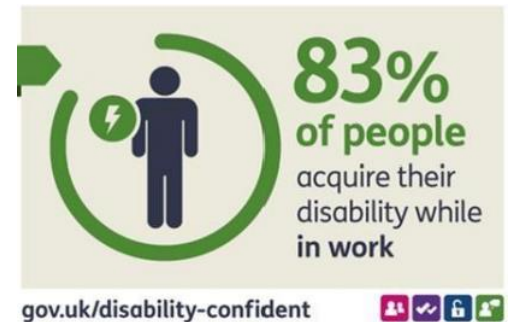
**8%** of the working-age population report having a severe disability



1 in 3 employees with a long term health condition have not discussed it with their employer.

73% of employers who made work related adjustments said it was easy to do so

7% of working age disabled adults report a visual impairment.




# How easy is it to sign up?

Agree to the 5 commitments

Select at least 1 action

This can be done online or there is a printable form that can be completed and someone else can enter it for employers





### Signing up to be Disability Confident

Please fill in this form to sign up to being a Disability Confident Committed employer and hand it back to a member of DWP or Jobcentre Plus staff.  
Alternatively, you can sign up directly online at: [gov.uk/disability-confident](http://gov.uk/disability-confident)

#### About your business

##### Employer Details

Business name: \_\_\_\_\_

Contact name: \_\_\_\_\_

Business contact number: \_\_\_\_\_

Business email: \_\_\_\_\_


Address (inc. postcode): \_\_\_\_\_

Number of employees (estimated): \_\_\_\_\_

Select all the areas you have employees in:

<input type="checkbox"/> National	<input type="checkbox"/> North West	<input type="checkbox"/> Yorkshire & Humber
<input type="checkbox"/> North East	<input type="checkbox"/> West Midlands	<input type="checkbox"/> East of England
<input type="checkbox"/> East Midlands	<input type="checkbox"/> South East	<input type="checkbox"/> South West
<input type="checkbox"/> London	<input type="checkbox"/> Wales	<input type="checkbox"/> Northern Ireland
<input type="checkbox"/> Scotland		

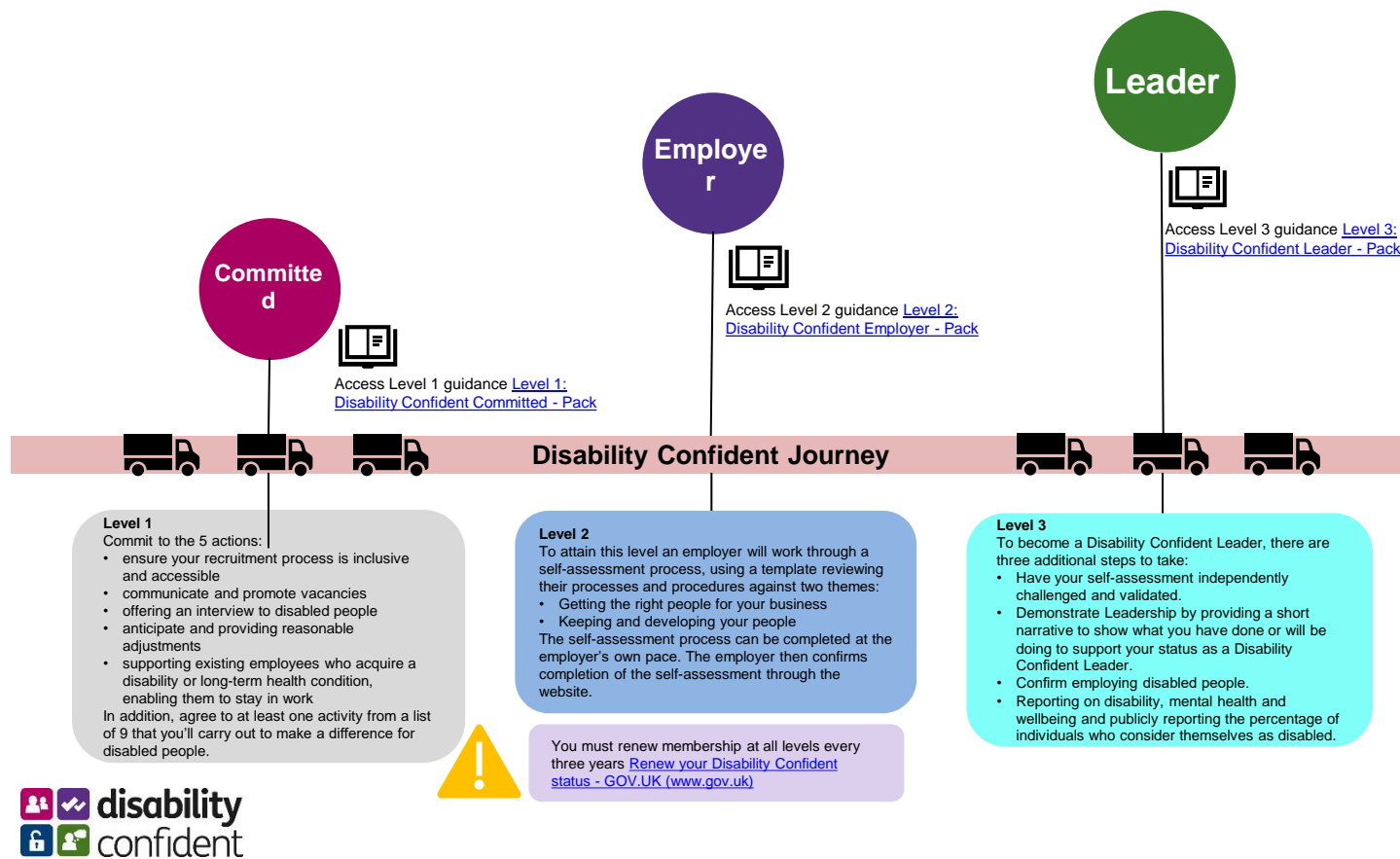
Employer signature: \_\_\_\_\_ Date: \_\_\_\_\_


[gov.uk/disability-confident](http://gov.uk/disability-confident)



# Disability Confident Journey

Sign up to the Disability Confident Scheme  
[www.gov.uk/disability-confident](http://www.gov.uk/disability-confident)



# What does an inclusive employer look like?

**Websites are fully accessible**

**Consider language used – positive messages included**

**Remove questions about disabilities and health conditions from application forms**

**Application methods are accessible and in alternative formats**

**Progression opportunities are equally accessible to all**

**Signed up to Disability Confident and tangible actions (Inc DC in advert)** 

**Know about Access to Work and use the Health Adjustment Passport**



**Access to Work**  
Making work possible

Department  
for Work &  
Pensions



## Paying for reasonable adjustments

### Access to Work

[Access to Work](#) is a specialist disability service from Jobcentre Plus that gives practical advice and support to people with a disability, whether they are working, self-employed or looking for employment.

Access to Work can be provided where someone needs support or adaptations beyond the reasonable adjustments which an employer is legally obliged to provide under the Equality Act.



# Making work possible

This support can be provided regardless of whether someone is in the workplace or homeworking;

- Special equipment or adaptations
- Travel support to work for those who cannot use public transport which may include taxis
- A support worker or job coach to help in the work place
- An Access to Work Mental Health Support Service for people who are absent from work or experiencing difficulties with their wellbeing
- Disability awareness training for colleagues
- Communication support at a job interview or in the work place
- The cost of moving equipment following a change in location/job



# Eligibility

## Who can get help?

To be eligible for Access to Work, people can apply who;

- Have a disability or health condition that affects their ability to work
- Mean they have to pay additional work-related costs e.g. specialist equipment/travel costs
- Are aged 16 or over
- Are in or about to start paid work in England, Scotland or Wales

## The type of work or opportunity

Access to work can help people who are;

- Employed
- Self-employed
- Have a job interview
- About to start work or a work trial
- Starting Work Experience
- On Apprenticeships



# Cost share

There may be an element of cost share depending on the size of the company and when the customer started working for that employer;

- Small Employer (0-49): Zero Cost Share
- Medium Employer (50 to 249): First £500 and 20% of costs thereafter
- Large Employer (250+): First £1000 and 20% of costs thereafter
- Any costs above £10,000 met by Access to Work and cost share does not apply to self employed applicants

Applicant contributions;

Some Access to Work applicants are asked to make a contribution towards equipment or adaptations if they can benefit from them away from work. When reimbursing travel costs we also ask that the normal cost of travel (if appropriate) is considered.



# Health Adjustment Passport



In 2021, we trialled the Health Adjustment Passport at jobcentre Health Model Offices. This passport is owned by our customers who have a health condition or disability and completed with their Work Coach. Our aims when launching the passport were to;

- identify the extra support each disabled customer might need to move into a job, or stay in one
- give them the confidence they needed to talk to employers about their needs in the workplace
- to make them aware of the support available through Access to Work and make their customer journey smoother and shorter by identifying what they need before they apply

The passport was given approval and rolled out nationally in 2022 and has been just as popular with employers as it has unemployed people as it helps individuals to record the support they need and discuss reasonable adjustments as well as in work support.





Thank you – any questions?



**Thank you for your time today.  
Are there any questions?**

# Table discussion

**1**

**What's strong:** How far along or what's your experience of accessing support practice (e.g. disability confident, access to work, health assessment passport)

**2**

**What's wrong:** Are there any barriers or assumptions that we could help you address?

**3**

**Ideas for action:** What things might you do back at work?

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# LUNCH

- Please do look at the stands
- Take a stroll around the grounds
- Chat, network, relax
- Enjoy your picnic!
- Back at **14.10** please





# Challenging our Recruitment Practices to be more inclusive

David Hobday  
Chief Executive  
Sutton Mencap



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# Service User engagement

## About Sutton Mencap

- Registered charity providing services to adults and children with a learning disability in Sutton.
- A campaigner and an employer.

## About the project

Sutton Mencap were commissioned by the South London Partnership to carry out a short-term project to:

- Highlight the challenges and barriers of people with a learning disability in the London Borough of Sutton regarding accessing skills support and good employment opportunities.
- Develop easy read good practice materials for people with a learning disability and employers on how to overcome employment barriers for this cohort.
- We held a workshop with people with a learning disability to find out about their experiences in relation to work.

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# What did people tell us?

They really wanted paid work, but often felt stuck in volunteering and training programmes. They faced problems at all stages of seeking and maintaining paid employment.

## Seeking employment

- They faced negative assumptions about their ability to work and a lack of interest from employers.
- They found application processes that were difficult to navigate: application forms, interviews.
- They didn't get feedback about applications.

## When in work

- They didn't feel they got the support they needed, or it didn't last long enough.
- They sometimes felt excluded from social activities.
- They sometimes found the tasks boring.
- They didn't feel there were opportunities for progression.
- Many of them felt they had lost their employment unfairly.

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# What needs to change?

- As employers we need to be positive about including people with a disability in our workforce.
- Take action to foster a culture of inclusion.
- Look at job design.
- Adapt our application and interview processes.
- Find out what additional support someone will need.
- Help integrate employees with a learning disability into staff teams.
- Make the most of the support that is available.

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# How to get started?

- Read our [easy-read employers guide](#)
- The South London Partnership [Inclusive Employment toolkit](#) contains ideas for action and links to local organisations that can support you
- Join the South London Partnership Inclusion Community of Practice – speak to other organisations seeking a more inclusive workforce
- Commission specific training for your team/organisation
- Access the wealth of resources available online (e.g., inclusive employers/disability confident)
- Contact your local authority for help and support.

## Employment Gap: An easy read guide for employers and people with a learning disability

### Introduction

	This guide is all about employing people with a learning disability.
	It was produced by Sutton Mencap for the South London Partnership.
	Sutton Mencap held a workshop with 11 people with a learning disability in February 2023.
	We asked people to tell us about their experiences of looking for work, and staying in work.

## NO WRONG DOOR.



How to begin recruiting and retaining individuals from more diverse backgrounds

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# What four things?

- Either as a table group or individually for your business: What four things could you do to make recruitment and retention more inclusive?
- Here's some ideas to get you started
  - ✓ Allow CVs and cover letters instead of application forms
  - ✓ Send out interview questions beforehand and no tests
  - ✓ Encourage senior leadership /HR to consider benefits
  - ✓ Training for staff on unconscious bias, disability awareness
  - ✓ Review job descriptions, does one person have to do it all? Job carving.
  - ✓ Get senior management buy in to develop a work culture of trust, flexibility, empathy and respect

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# Plenary and Close

- Ideas for action
- Pledges
- Optional tour of venue (sustainability and green skills in action) – meet in the Orangery
- Feedback forms
- Next steps

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# Pledges

I will connect with Better Working Futures (Reed in Partnership) to hear about their support offer.



I will refer to Better Working Futures if appropriate.



I will sign up to Disability Confident accreditation.



I will explore offering a supported internship placement.



I will join the South London Integration Hub's Inclusion Community of Practice and attend some of the free training



I will work with my organisation to change our recruitment practices to be more inclusive.



I will access free online training and resources available from South London Partnership.



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# Thank-you!



- Thanks for coming, we appreciate your support
- Don't forget to leave your feedback and to make a pledge.
- Please do help yourself to refreshments before you leave
- Feel free to chat to us before you go.