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|---|--|--|------------------------------|
| Project   |  | Work Club  |                              |
| Lead delivery partner   |  | Derby City Council Adult Learning Service                                    |                              |
| Theme   | Creating Opportunities for training and employment | Priority   | 3                            |
| Activity  | Work Club  | Budget code  |                              |
| <b>Project outcomes (from SLA)</b><br><br>Average of 10 attendees per session<br>50 attendees per year<br>Of which:<br>25 receive Careers Information, Advice and Guidance<br>40 Referred to additional employability skills/ learning activities<br>40 increase job search activity e.g. using Libraries<br>4 case studies to show the positive impact of the Club<br>Additional evidence will include photographs, contribution to local newsletters, involvement in the Big Local Celebration events   |  |  |                              |
| Reporting period dates  | Jan 2017 -<br>March - 2017                         | Nr and age of people benefiting from the project during the reporting period | 72 Attendees<br>All aged 18+ |
| <b>Introduction</b><br><br>Tell us basic information about the project and its outcomes and aims for reporting period.<br><br><b>The broad aim of the Allenton Work Club is to reduce the barriers that job seekers face in gaining employment. The Work Club offers the following:</b> <ul style="list-style-type: none"> <li>• Free access to computers, telephones and stationary</li> <li>• Training in the use of Universal Job Match using the 220Soft Universal Job Match training programme</li> <li>• Coaching and support for individual job search</li> <li>• Evidence of job search activity to meet Job Centre Plus requirements for those claiming Job Seekers Allowance</li> <li>• Opportunity to meet other job seekers</li> <li>• Links to Allenton Library to enable jobseekers to use library facilities for independent job search</li> <li>• Referrals to Careers@Derby for on-site individual careers information advice and guidance (at no cost to Allenton Big Local)</li> </ul> |  |  |                              |

**Activities undertaken during reporting period**

Tell us what you have done and how well things have gone. Include any issues carried over from previous report, activities carried out and any base line monitoring. Please attach photographs, quotes, good news stories etc

The following table shows the numbers achieved against the outcomes required as indicated in the Service Level Agreement. The grey shaded area includes the final quarter reporting and comments:

|  | 30 June<br>2016<br>Cumulative<br>total | 28 Sep<br>2016<br>Cumulative<br>total | 21 Dec<br>2016<br>Cumulative<br>total | 28 March<br>2017<br>Cumulative<br>total | Contract<br>target<br>April<br>2016–<br>March<br>2017 | Comments   |
|--|--|---------------------------------------|---------------------------------------|---|---|--|
| No. of sessions held to date                                   | 11                                     | 19                                    | 30                                    | 42                                      | 48  | No sessions during holiday periods affected by staff illness |
| Average attendance per half day session                        | 11                                     | 10                                    | 10                                    | 10                                      | 10  |  |
| Total No. of new attendees to date                             | 39                                     | 43                                    | 59                                    | 72                                      | 25  |  |
| No. who have done job search activities                        | 22                                     | 24                                    | 33                                    | 43                                      | 40  |  |
| No. who have received IAG advice from Careers@derby            | 17                                     | 19                                    | 26                                    | 34                                      | 25  |  |
| No. referred to additional employability / learning activities | 7                                      | 8                                     | 18                                    | 28                                      | 40  | Follow up/tracking to be completed                           |
| Case Studies   | 1                                      | 0                                     | 2                                     | 1                                       | 4   |  |

### Report

From July until October I was absent from running the Job Club due to injury but returned at the beginning of October. I have renewed my links with Job Centre Plus Advisors and other organisations that would feed into the Job Club and have started to see a rise in new referrals to the Job Club.

I continue to offer Information, advice and Guidance either during the sessions on Monday where time allows or as additional appointments on a one to one basis, if appropriate, away from Allen Park.

Tracking is limited at the moment but I managed to check up a few individuals and the case study I have used demonstrates the benefit of the bursary on offer. Currently I have two volunteers supporting the Job Club and there is a marked difference in their confidence and motivation from when I first met them. They have both said that having something worthwhile to do and that is structured has made a difference to their emotional wellbeing and both are volunteering elsewhere as well so as to enable them to get more relevant experience in the support sector. One of the volunteers has now gone on to full time employment.

### Case Study

Tyrone was initially referred direct to Careers@Derby for funding advice from the Job Centre and then re-directed to the work club at Allen Park due to his geographical location. He has worked predominately within the building trade for the majority of his life working as a ground worker, slinger and operated many of the vehicles used on site such as dumper trucks, JCB mini diggers and small fork lift trucks. He was, however, finding it difficult to gain consistent work on site due to not having an A17 telescopic handler licence which would allow him to operate larger fork lift trucks.

Between us we located a trainer who would offer the training and after completing the application, Allenton Big Local Bursary funding was approved. At the time of writing Tyrone was completing a touch screen health and safety test prior to joining the A17 training.

Tyrone told me that "Allen Park Job Club has done more for me in a short time than anywhere else" We have also been able to provide him with additional CV support.

### Timescales

Is project on track? Yes, although referrals to additional learning are below target. However this figure may increase as there is ongoing work to track the progress of former work club members who may have taken up progression opportunities after they left.

The number of sessions held during the year was 6 less than the target. This was because sessions were not held throughout all of the school holidays because of my absence due to illness and other staff being on holiday. However the overall number of people attending across the year exceeded the target.

If not what are you planning to do to address the issues?

I have raised my own awareness of additional opportunities both within DALs and elsewhere.

Propose that the next annual contract is for 45 weeks.

**Plans for next reporting period**

What are you going to do next? Are there any activities we should know about?

**A Careers notice board, has recently been placed just within the reception area at Allen Park Centre is now being updated regularly and learners are reading about the work club there which should attract more people to attend. It is also a useful source of reference for work club members.**

**I will be visiting adult learning courses run at Allen Park Centre to promote the Work Club.**

**To continue to support the volunteers who attend.**

**We will continue to review access to the Job Club by non ABL residents. There are several non residents regularly attending the club as most of them live close by. At present there is scope to include them without having any impact on the ABL residents who attend. There is a camaraderie developing amongst the regular attendees that could be lost if attendance was restricted to non-residents and the numbers attending decreased. However if the number of non-residents increase to the extent that ABL residents cannot get the support they need then access to the Job Club by non-residents will be restricted.**