

# Armed Forces Covenant

Author: Nicola Junkin, Recruitment Services Lead

Sponsor: Louise Tibbert, Director of Workforce and OD

Trust Board paper H

## Executive Summary

### Context

On 5 November 2015 the Trust signed the Armed Forces Corporate Covenant which committed the Trust to 'Honour the Armed Forces Covenant and support the Armed Forces Community. We recognise the value serving personnel, regular and reservist, veterans and military families contribute to our Country'. This paper details the activities undertaken in the past year to support the covenant and future plans to enhance our programme of commitment.

### Questions

1. Is the Trust proactive in supporting the armed forces to recruit reservists from our workforce?
2. Does the Trust record all reservists currently employed by the Trust ?
3. Does the Trust support armed forces staff to maintain their clinical skills ?
4. Is the Trust supporting armed forces personnel leading up to and after their discharge from military life?

### Conclusion

1. The Trust has not to date held a reservist recruitment event within Trust premises. This is being actively pursued.
2. The Trust is able to record known reservists onto our Electronic Record System (ESR). More work needs to be undertaken to capture new reservists as they are employed or sign up.
3. The Trust currently welcomes armed forces staff into the Emergency Department workforce to allow them to maintain and build on their existing clinical skills.
4. The Trust currently works in partnership with the Career Transition Partnership (CTP) which is MoD's official provider of armed forces resettlement. We advertise key roles via their jobs portal to attract applications from military staff and their families seeking employment after discharge.

### Input Sought

We would welcome the Board's input into the following recommendations;

1. To note the current activities and on-going commitment to the covenant.

## For Reference

Edit as appropriate:

1. The following **objectives** were considered when preparing this report:

Safe, high quality, patient centred healthcare	[Yes /No /Not applicable]
Effective, integrated emergency care	[Yes /No /Not applicable]
Consistently meeting national access standards	[Yes /No /Not applicable]
Integrated care in partnership with others	[Yes /No /Not applicable]
Enhanced delivery in research, innovation & ed'	[Yes /No /Not applicable]
A caring, professional, engaged workforce	[Yes]
Clinically sustainable services with excellent facilities	[Yes /No /Not applicable]
Financially sustainable NHS organisation	[Yes]
Enabled by excellent IM&T	[Yes]

2. Related **Patient and Public Involvement** actions taken, or to be taken: [Insert here]

3. Results of any **Equality Impact Assessment**, relating to this matter: [Insert here]

4. Scheduled date for the **next paper** on this topic: [TBC]

5. Executive Summaries should not exceed **1 page**. [My paper does comply]

6. Papers should not exceed **7 pages**. [My paper does comply]

## 1. Introduction

Following the Trust signing, on 5 November 2015, of the Armed Forces Corporate Covenant, this paper details the activities undertaken in the past year to support the covenant and details future plans to enhance our programme of commitment. The covenant commits the Trust to *'Honour the Armed Forces Covenant and support the Armed Forces Community. We recognise the value serving personnel, regular and reservist, veterans and military families contribute to our Country'*.

## 2. Background

In following the principles and demonstrating commitment to the covenant we have identified five key work streams. Within these work streams we have undertaken key activities and have further plans to enhance our commitment.

The five key work streams are detailed below.

- Identify and record centrally all reservists employed within the Trust.
- Support the recruitment of more reservists from the Trust's workforce.
- Supporting armed forces staff to maintain their clinical skills by offering work placements within the Trust.
- Supporting armed forces staff via the Career Transition Partnership.
- Celebrate and actively participate in key dates in the armed forces calendar.

## 3. Current activity / updates

- 3.1 The Trust displays the Armed Forces Corporate Covenant Logo to show our commitment to armed forces personnel and their families.
- 3.2 We have a designated Colonel (Retired) Ian Crowe as a Trust Non-Executive Director as our Armed Forces Champion.
- 3.3 Senior officers of the Trust attended The East Midlands RFCA Counties Committee in our capacity as the largest employer in the area.
- 3.4 Staff were asked via Insite to identify if they were a reservist with any of the armed forces. The responses were recorded centrally within Human Resources and also recorded on ESR.
- 3.5 Our Armed Forces Lead within Human Resources is actively liaising with key armed forces agencies to arrange events across the Trust to support the recruitment of reservists from our workforce.
  - To coincide with Reservists Day on 8<sup>th</sup> September the Trust via insight reminded staff of the reservist role and informed staff where to apply or find more information.
  - Human Resource Armed Forces Lead attended an event at Chetwynd Barracks to network with other employers. East Midlands Ambulance Service agreed that they would like to jointly participate in any future reservist recruitment events.

- 3.6** Trust Special Leave policy has been reviewed to support all reservists to undertake their training requirements and mobilisation with the Armed Forces.
- 3.7** A Sister from our Emergency Department was released to visit 2 Medical Regiment on exercise in Kenya as part of the Armed Forces employer engagement scheme.
- 3.8** We have published service-related articles in the Trust's in-house magazine.
- Our Armed Forces Champion has contributed to a House of Commons review of Reserves.
  - We have contributed to the Future Reserves Research Programme
  - Contributed service-related articles to the magazine of the Mesothelioma UK Charity, which is hosted by the Trust.
- 3.9** Armed Forces staff from 2 Medical Regiment currently undertake clinical placements, under honorary contracts, with the Emergency Department to maintain and build on their existing clinical skills.
- 3.10** The Trust currently works in partnership with the Career Transition Partnership (CTP) which is MoD's official provider of armed forces resettlement. We advertise key roles via their jobs portal to attract applications from military staff and their families seeking employment after discharge.
- 3.11** There has been communication with the Defence Medical Rehabilitation Centre staff regarding their impending move to the Defence and National Rehabilitation Centre based at Stanford Hall, near Loughborough, in order to facilitate integration with local services.

#### **4. Future Plans**

- 4.1** Amend the Trust's new starter payroll form to ensure that we record any reservists as they commence their employment with the Trust.
- Publicise to all Trust staff the arrangements for reservist recruitment events across the Trust.
  - Record on ESR all new reservists recruited from these events.
- 4.2** The date of 2017 UHL Family Fun Day has been planned for the week before Armed Forces Day in June so that we can launch our commitment to Armed Forces Day at our this event and then have a week of related activities (to be determined) leading up to Armed Forces Day.
- Request that the Armed Forces attend the Fun Day with uniformed personnel and vehicles.
  - The Fun Day tombola stall will give all proceeds to an accredited armed forces charity.
- 4.3** Working with the CTP to establish a programme of work experience placements or taster days within the Trust for Armed Forces personnel or their families to undertake before they apply for roles within the Trust.

**4.4** We are also looking to develop non-clinical work-placements, with regular service personnel being afforded the opportunity to become involved with our Operational, Estates and Facilities, Logistics and Project Management Teams, building on the success of the existing clinical placement programme.

- This new programme of work-placements will support community engagement, foster interest in the Armed Forces, particularly the Reserves, and provide an opportunity for individual personal development.

## **5. Conclusion**

**5.1.** There has been considerable commitment and activity over the last 12 months and further initiatives are planned or in progress.

**5.2** The Trust Board is requested to note the activity and update provided and consider any further suggestions to maintain and improve our support of the Armed Forces Community.