**Oxfordshire Inclusive Economy Charter Pledges**

As employers or individuals, we recognise the importance and value of supporting an inclusive Oxfordshire. We are committed to improving all aspects of social mobility and increase shared prosperity for both our communities and residents by taking action on the pledges selected by our organisation.

Organisations are asked to choose a selection of pledges from the tables below that are most relevant, it could be things you are already doing and will continue to do over the next 12 months or it could be something you are looking to start work on this year.

**Pledges**

**Support local and social economy** - Using our buying power to support the local economy and maximise social value

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| **Suggested Pledge**  | **Resources** |
| As a buyer we pledge to buy goods and services from purposeful local organisations, including SMEs, social enterprises and cooperatives, wherever possible | [The Business Case for Circular Procurement - Business in the Community (bitc.org.uk)](https://www.bitc.org.uk/toolkit/the-business-case-for-circular-procurement/) |
| As a supplier of goods and services we pledge to support local community projects by sharing our skills and expertise with local groups  |
| As a buyer we pledge to assess and account for the social value that a supplier can offer the local community, alongside our assessment of the economic value/financial cost of the contract.  |
| As a buyer we pledge to buy from organisations who pay the Oxford Living Wage and who request this of organisations in their own supply chains |
| As a supplier we pledge to support our employees to volunteer on local community projects  |
| As a supplier we pledge to use local SMEs in our supply chain wherever possible and to record the percentage of the total spend. |

**Opportunities to work** - Supporting those furthest from the labour market on their journey towards secure employment

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| **Suggested Pledge**  | **Resources** |
| As an employer we pledge to being ‘Positive about Older Workers’ to create opportunities for candidates with more experience / looking for work in later life. | [Back-on-track-over-50s-jobseekers.pdf (ageing-better.org.uk)](https://ageing-better.org.uk/sites/default/files/2021-08/Back-on-track-over-50s-jobseekers.pdf) |
| As an employer we pledge to commit to flexible job design (including job share, part time working, school-friendly hours and flexibility around other care commitments). |  |
| As an employer we pledge to be a Disability Confident Employer (levels 1 and 2) create opportunities for people with health conditions and disabilities (and maybe improving awareness of “Access to Work” to help them manage any associated costs. | [Disability Confident- The Smarter Way to Recruit - YouTube](https://www.youtube.com/watch?v=8ZYfK9EqsTg)[Recruiting great people for Warrens Bakery- Libby's story - YouTube](https://www.youtube.com/watch?v=7VIKCRKvKHM&list=PLUa23hABRbAb7vVEsrKpHFIyOzvEOzf_v) |
| As a Disability Confident employer we pledge to be a Disability Confident Leader – this means they can support fellow employers to be DC confident and be involved in the process to achieve accreditation. (Level 3) | See above |
| As an employer we pledge to offer an alternative interview process i.e. 1 day in the workplace seeing how an individual works and interacts with others. | **Offering recruitment opportunities for individuals in disadvantaged circumstances**Business in the community <https://www.bitc.org.uk/toolkit/> |
| As an employer we pledge to embed a long term culture across the business at all levels, to ensure all employees feel respected and valued and to have a commitment to eliminating unlawful discrimination |
| As an employer we pledge to be a learning organisation, sharing our successes on EDI strategy and practical action, analysing setbacks to develop new ways of engagement and practical action |
| As an employer we pledge that every member of our workforce has the opportunity to voice how they can and do add value to the organisation through their unique talents, experience and resources. |
| Supporting adults with few or no qualifications | Employment Support Provider  Types of support offered            Provider-Further Information/Links/Contact DWP & Oxford Jobcentre Plus    •            Support to jobseekers and employers              Employees/Job seekers:Oxford Jobcentre Plus7 Worcester Street, Oxford, OX1 2BXTelephone: 0845 604 3719[www.gov.uk/dwp](http://www.gov.uk/dwp)<https://www.jobcentreguide.co.uk/oxford-jobcentre>Employers: James Gilpin, Oxfordshire Employer Engagement Manager, Department for Work and Pensions [www.gov.uk/dwp](http://www.gov.uk/dwp)Adviza •            Adviza are leading on the National Careers Service delivery in Oxfordshire       Contact: Sandra Reynolds, Project Manager, Advizasandrareynolds@adviza.org.uk<https://www.adviza.org.uk/national-careers-service>Activate Learning-Activate Careers & Apprenticeships              •            Activate Careers provides impartial information, advice and guidance services, to help people make informed decisions about their future.•            Activate Apprenticeships delivers apprenticeships, training and consulting to clients across the UK. Supporting a pipeline of 16,000 apprentices and matching 1,250 potential employers.     Contact: Natalie Ellis - Group ManagerActivate Careers Activate Learning 01865 551847 Natalie.Ellis@ActivateLearning.ac.ukContact: Online registration form at: <https://activateapprenticeships.co.uk/contact/><https://activateapprenticeships.co.uk/become-an-apprentice/>Abingdon and Witney College    •            choosing courses for potential students, parents and professionals•            confidential career guidance interviews•            advice on CVs, interview skills and job searching•            advice on apprenticeships and training•            support with UCAS applications to university and higher education.Contact: Please email careers@abingdon-witney.ac.ukor call 01235 555 585 |   |
| Supporting young people who have faced disadvantaged circumstances | Careers Service-Ethnic Minority Business School              •            Careers service includes support for CV writing, mentoring, interview practice, job applications.              Contact: Please email info@embs.ac.ukor call Oxford 01865 776941<http://www.embs.ac.uk/course/careers-service/>Aspire Oxfordshire Hire to Inspire           •            Support to jobseekers and employers          Contact: Emily Capel-Davies or Rosa Curness Pathways to Employment Coordinators, Aspire Oxfordrosa@aspireoxford.co.uk emily@aspireoxford.co.uk[www.aspireoxfordshire.org](http://www.aspireoxfordshire.org) |

**Recruit inclusively** - Making jobs accessible for all residents and hiring from diverse communities

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| **Suggested Pledge**  | **Resources** |
| As an employer we pledge to explore ‘Name-blind’ (and ‘age-blind’, etc.) applications to remove unconscious bias from the selection process. | **How to support inclusive recruitment- offering recruitment opportunities for individuals in disadvantaged circumstances**Business in the community <https://www.bitc.org.uk/toolkit/>A range of toolkits to include:* How to ensure online recruitment is accessible and inclusive
* How to Inspire, Hire and Grow diverse talent
* Reducing re-offending through employment
* Age inclusive employment- untapping the potential of the over 50s
* Social mobility- delivering change through essential skills
* Future proofing Youth recruitment
* Tapping Potential- Guidelines to help UK businesses employ refugees
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| As an employer we pledge to ‘Ban the Box’ – removing the need to ask for details of previous convictions by applicants unless there are clear and compelling (safeguarding) reasons for this. |
| As an employer we pledge to engage with local support organisations and partners to share their insight into recruitment, retention, and job design barriers. |
| As an employer we pledge to be open to receive in work place support to enable the employee to learn with confidence. |
| As an employer we pledge to brief human resources staff about issues that might arise in recruiting refugees and asylum seekers, eg the possible need for more follow-up questions in interviews, as ‘selling oneself’ is an uncomfortable experience for people from many cultures. |
| As an employer we pledge to a user friendly application process, using simple language and no jargon. – bearing in mind, many where English is second language will not know work place terminology until they receive a job. |
| As an employer we pledge we will continue to educate and train our hiring managers / employees on how to successfully recruit and retain candidates that have experienced some form of disadvantage circumstances  |
| As an employer we pledge we will invest time in developing and embedding long term inclusive recruitment strategies within our business and hiring processes  |
| As an employer we pledge we will identify new recruitment strategies that our business can introduce to develop an exceptional, allowing alternative pools of candidates to access our job opportunities.  |
| As an employer we pledge we will strive to do our best and continue to seek guidance on inclusive recruitment best practices, ensuring we have current long term strategies to attract and offer employment opportunities to all.   |
| As an employer we will pledge to ensure that all levels of our business are involved in driving our inclusive recruitment strategies forward, ensuring they remain a priority at all times. |
| As an employer we pledge to develop and embed practical processes [Exceptional Recruitment Pathways] so that potential candidates from disadvantaged groups can gain employment with our business, sustain their employment and thrive within both the workforce and wider society. For example:* Prison leavers, and those with an offending history
* Refugees
* Military Forces personnel, to include those currently serving and their families, and Veterans of the service
* Adults who have taken a career gap for caring duties
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**Improve training and educational attainment** - Creating workplaces where employees can thrive and grow and supporting educational programmes for children

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| **Suggested Pledge**  | **Resources** |
| As an Employer I pledge to provide staff time to volunteer at a local school for Assisted Reading for Children (ARCh) programme | [Employer Supported Volunteering | ARCh (archoxfordshire.org.uk)](https://archoxfordshire.org.uk/employer-supported-volunteering/) |
| As an employer I pledge to sponsor a volunteer in a school for the Assisted Reading for Children (ARCh) programme (£450 per volunteer) | [Support Us | ARCh (archoxfordshire.org.uk)](https://archoxfordshire.org.uk/support-us/) |
| As a levy paying business we pledge up to 25% of our unused Levy to help grow apprenticeships in Oxfordshire  | [Unlock Your Levy | OxLEP (oxfordshirelep.com)](https://www.oxfordshirelep.com/unlock-your-levy) |
| I pledge to become a mentor via the OxGROW virtual mentoring platform to help individuals looking for support to find a job or change career, to help them with areas such as developing resilience, CV writing and preparing for interviews | [OxGROW Mentor Flyer (oxfordshirelep.com)](https://www.oxfordshirelep.com/sites/default/files/uploads/OxGROWMentorFlyer.pdf) |

**Sharing resources, skills and assets** - Practical ways to ensure goods and services are accessible to all

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| **Suggested Pledge**  | **Resources** |
| As an employer we pledge to donate laptops, tablets and phones no longer needed to Getting Oxfordshire Online and pass them on to people who need them. Helping people to access the data, training and support they need to get online | [Home - Getting Oxfordshire Online](https://gettingoxfordshireonline.org/) |
| As an employer or individual we pledge to offer financial support, or value-in-kind, to a nominated Oxfordshire charity | [Homepage - Oxfordshire Community & Voluntary Action (ocva.org.uk)](https://ocva.org.uk/) |
| As an employer we pledge to offer work experience to a local school/college student  | [Oxfordshire Work Experience Programme (springpod.com)](https://www.springpod.com/virtual-work-experience/oxfordshire-work-experience-programme) |
| As a employer or individual we pledge to contribute to the work of a local food bank |  |
| As an employer we pledge to introduce an employee volunteering policy |  |
| As an organisation we pledge to offer the use of equipment or premises to local community groups |  |

**Provide fair wages** - Ensuring employees have a fair and decent wage

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| **Suggested Pledge**  | **Resources** |
| As an employer we pledge to pay the Oxford Living Wage – The Oxford Living Wage is an hourly minimum pay that promotes liveable earnings for all workers and recognises the high cost of living in Oxford. For 2022-23 the rate is £10.50 per hour, increasing to £11.35 per hour from April 2023.The rate of pay is set annually and linked to [the Living Wage Foundation’s Real Living Wage](https://www.livingwage.org.uk/what-real-living-wage). Oxford City Council has set the rate at 95% of the London Living Wage. | [The Oxford Living Wage | The Oxford Living Wage | Oxford City Council](https://www.oxford.gov.uk/info/20027/welfare_reform/1011/the_oxford_living_wage) |