

Employment, Skills and Supply Plan

Site Address:

Planning Ref Number:

Developer:

Main Contractor:

Build Value:

Planned Start Date:

Planned Completion Date:

1. Introduction

The London borough of Camden is well placed to support developers and contractors to meet the outcomes identified within the **Employment, Skills and Supply Plan (ESSP)**. The Council has embedded this approach in our S106 development and capital works. This methodology sets minimum outcome targets related to both the scale and type of development.

Contractors and developers are required to submit an ESSP as part of their contract/planning obligation. These plans include the employment and skills benchmark targets, a target for local supply (supporting local businesses to bid for contracts) and a method statement outlining how the developers will work with the Council to deliver these targets.

The ESSP places a requirement on the developers to work with the Council on all end use vacancies, providing job descriptions at least **three months prior to recruitment**.

This approach provides a framework for employment and skills delivery to bring together all partners involved in a project to co-ordinate skills needs and training delivery for the borough. This ensures that the core objective of supporting employment and skills development for local residents is taken forward on a site specific approach.

Organisations undertaking capital works in the borough are required to produce a project specific ESSP and accompanying method statement. This details how organisations will approach the delivery of these outcomes and identify any additional outputs they consider achievable. The ESSP can be broken down into 2 key areas:

1. Training Opportunities
2. Employment and procurement

This approach is of considerable benefit to companies by creating a strategic education partnership combined with a job brokerage service. The model supports existing high quality training which meets employer-defined standards, helping to encourage increased investment in training in the borough.

2. Benchmark – Employment and Skills Outcomes

Contract specific benchmarks are developed for the minimum outputs for each Employment and Skills Plan (ESSPs). They are based on project contract values. Organisations are to use their own judgement as to what additional outputs they consider achievable in relation to the project.

Additional template sheets should be used for contracts that will exceed 12 months duration.

No.	New Entrants - Skills development	Numbers
1.	School/Curriculum Based Activities / College Site Visits – number	9
2.	School/College Site Workshops – number	4
3.	Work experience 16 plus (two weeks)	16 weeks
3a	14-16 years – person weeks	0
3b	16+ years – person weeks	As above
4.	Apprentices – New starts	9
	Skills Culture	
5.	Employment – local labour	20%
6.	Locally procured good and services – value £'s	10%

The output figures for the ESSP are to indicate the minimum outputs for each month against the relevant Employment and Skills areas. The summary columns are also to be completed. Guidance on the Employment and Skills areas is also included.

3. Employment Skills and Supply Plan Method Statement

Organisations are required to provide a Method Statement setting out how they intend to deliver the ESP. The Method Statement should be restricted to **700 words** and clearly set out the proposed approach for delivering skills development against the output categories covering the following areas:

Paula Arkell – Waller M.A RCDP Deputy Social Value Manager will be overseeing the reporting and also will delivering the workshops and careers support for the programme.

Previously having taught at Kings Cross Construction Skills Centre, she understands the support many candidates may have and support they may need, with a background as a Qualified Level 6 Careers Advisor – specialising in Construction and Civil Engineering will be integral to fulfilling the apprenticeship programme.

This figure has been calculated based on benchmarks taken from office schemes of the same value which represent challenging but realistic targets.

Apprenticeship programmes NVQ Level 2 or equivalent will be offered, particularly focusing on local recruitment in the communities where our projects are located. We work with our supply chain in supporting them in employing apprentices and we are also involved in supporting apprenticeships across the construction industry. Apprenticeship opportunities will be send directly to London Borough of Camden advertise at Kings cross Construction Centre system this will enable them to source suitable candidates from their pool of local jobseekers.

If Kings cross construction Centre or Camden Job Brokerage are unable to fill vacancies then the subcontractor may use other apprenticeship training associations to find local candidates (e.g. JTL and Evolve).

On this project note we note that the requirement is for one-year apprentices. We expect a small number of apprenticeships will be one year but the majority will be two-year or more as this is the standard that is required for most construction apprenticeships.

Trade Apprenticeships: Groundworks, Electrical, Carpentry, Painting and Decorating

We are also looking to take on a graduate from LSBU – we can offer work experience through the summer as part of their Degree course linked to their curriculum.

Additional employment and skills measures that will support the Employment & Skills Strategy

The Organisation is to set out what additional employment and skills support they would be willing to provide and / or suggest how their approach to delivering against the areas outlined within the ESSP template will provide additional value. **(Max 350 words)**

With experience of already teaching at Kings cross Construction academy we can offer a series of suitable workshops covering: CV and Application forms, What is an Apprenticeships, World of work, interview techniques. We also can offering 1-2-1 careers support and mentoring. We are looking to offer 2 weeks work experience which again will run as a taster session for the candidates in advance of a potential apprenticeship, a certificate and exit interview will be part of the programme, the work experience could either be on site or a head office in Waterloo.

4. Monitoring arrangements

The Organisation will be required to provide a **monthly report**. This is to include an update of the ESSP showing the achievements against each of the agreed Employment and Skills areas. It will also include a qualitative report providing details of the various employment and skills activities delivered in the month. This report will be reviewed at the monthly site meetings and form part of the contract review process. The overall performance against the ESSP will form part of a general Camden wide review and evaluation process. Evaluation will include:

- i) a review of the contractor's achievements against the original ESSP
- ii) their commitment to achieving the goals and
- iii) any additional value-added contribution that the contractor was able to delivery as an enhancement to the contract ESSP.



Employment & Skills Plan

Development Name:

(This should be completed for **each calendar year** of the development and accompanied by a Method Statement)

2021-2022

Employment and Skills areas	January	February	March	April	May	June	July	August	September	October	November	December	Summ · No.	Summ · P/W.
NEW ENTRANTS														
1. School/College/University Site Visits (9)	1 site visit		1 site visit		2 activities/site visit				3 activities or site visit		2 activities or site visit			
1a. Site visits – No. of students	10 max (age 16 plus)		10 max (age 16 plus)		10 max (age 16 plus)				10 max (age 16 plus)		10 max (age 16 plus)			
2. School/College Workshops (4)		1 workshop			1 workshop				1 workshop			1 workshop		
2a. Workshops – No. of students		10 max (age 16 plus)			10 max (age 16 plus)				10 max (age 16 plus)			10 max (age 16 plus)		
3. Work Experience (16)		2 weeks (age 16 plus)		2 weeks (age 16 plus)	2 weeks (age 16)	2 weeks (age 16 plus)	4 weeks (age 16 plus)		2 weeks (age 16 plus)		2 weeks (age 16 plus)			
3a. 14-16 years (0)														
3b. 16+ years (16)														

4.Apprentices – New Starts (breakdown into specific trades) (9)														
<i>Carpentry& Joinery</i>				X 1 Carpent er					X 1 Carpentry					
<i>Mechanical</i>														
<i>Electrical</i>														
<i>Groundwork</i>														
<i>Painting and decorating</i>									X 1 P & D					
<i>Other please add... Business Admin, Site Manager, Qs & Bricklayer</i>	X 1 Business Admin x 1 Trainee Site Manager x 1 Trainee QS			X 1 logistics					X 1 Bricklayer x 1 Customer Care (RLO)					
Total apprentice starts	❖ all of the above is fluid dependant on the programme & duration of each trade													
5. Employment – (number of Camden residents supported into employment) (20%) noted	20 % noted 													
6. Value of local procurement £'s (10%) noted	10% 													

SITE NAME:	
DEVELOPER / CONTRACTOR:	
TOTAL PROCUREMENT VALUE	
LOCAL PROCUREMENT TARGET (%)	

LOCAL PROCUREMENT TARGET (£)	£0
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NO OF LOCAL COMPANIES INVITED TO TENDER	0
NO OF LOCAL TENDERS RETURNED	0
NO. OF COMPANIES AWARDED	0
TOTAL LOCAL PROCUREMENT SPEND	£0
% LOCAL PROCUREMENT TO DATE	10%

DATE	WORKS PACKAGE	CONTRACT VALUE	LOCAL COMPANY	ADDRESS	POSTCODE (with space)	WARD

5. Summary of the Employment and Skills areas

NEW ENTRANTS	
<p>1. School / College / University site visits – visits by students to the site to support their learning.</p> <p>1. monthly outputs – number of visits, 1a. monthly outputs - number of students 1. Summary information – total number of visits, 1a. Summary information - total number of students</p>	<p>2. School workshops – educational workshop activities that are delivered by the contractor or their supply chain within the school or college, or on site. This is to support the Construction & Built Environment Diploma and other relevant areas of the educational curriculum.</p> <p>2. monthly outputs – number of workshops, 2a. monthly outputs - number of students 2. Summary information – total number of workshops, 2a. Summary information – total number of students</p>
<p>3. Work experience 14-16 years and 16+ years This can also include University Student placements which will be particularly relevant for the larger projects 3. monthly Outputs – number of placements 3. Summary information – total number of placements and number of person weeks</p>	<p>4. Apprentices New Starts- an individual who has been recruited as part of the project and is employed on an apprenticeship programme recognised by the relevant sector skills council. 4. monthly Outputs – number of starts in month for project initiated apprentices 4. Summary information – i.) total number of project initiated apprentice starts, ii) total number of person weeks</p>
<p>5. Employment – number of roles created – individuals resident in Camden who have been directly appointed to work on this project. This could include Job Centre Plus pre-employment initiatives.</p> <p>monthly Outputs – number of individuals who have been supported Summary information – total number of individuals who have been supported and ii) total number of individuals who have been supported into employment with an expectancy of the employment lasting 13 weeks or more.</p>	<p>6. Value of local Procurement State the value of locally sourced good and materials</p>

6. Delivering Employment and Skills plan targets: Support from the London Borough of Camden – Employment Services team

Skills and Employment

The Camden is well placed to support contractors to meet the outcomes identified in the Employment and Skills Plan. The support is focused on:

Apprentices and Job Brokerage

Kings Cross Construction Skills Centre is the primary point of contact in relation to sourcing local apprentices and construction operatives. It has a dedicated team to support Construction Recruitment. This free service has considerable experience of supporting contractors to employ appropriately qualified job ready candidates and apprentices.

The team works with the full range of other providers of employment and skills services working in the borough. Vacancy details are circulated to every provider serving borough residents with the centre managing quality control/sift applicants to ensure that only job ready clients are matched to employer opportunities.

Please Contact: **Anita Khan 0207 974 5169** (Employment and Training Coordinator)
Anita.khan@camden.gov.uk for more information.

14-19 Work Experience is responsible for the development and delivery of work experience provision. Camden is working in partnership with Inspire! to arrange work experience placements for young people. Inspire staff and Camden's work experience coordinator will be available to support you in the planning and supervision of the placements you offer. We would expect all placements to include:

- A basic role description
- A scheme of work for the duration of the placement
- Regular supervision sessions
- A exit interview

The 14-19 Team will also support employers to build relationships with local schools and other youth referral agencies. Please contact: **Lorraine Lawson 020 7974 1264** Lorraine.Lawson@camden.gov.uk (Brokerage Manager) for further information

7. Delivering supply chain opportunities: support from the London Borough of Camden

The Council is committed to working with local partners to support new business starts, assist existing businesses to grow and promote inward investment into the borough. The Council is keen to promote local supply chain opportunities. The borough is home to a diverse range of suppliers, including both construction and manufacturing.

Through its work with local partnerships, the Council will endeavour to ensure local businesses are aware of the work opportunities and quality standards emanating from the service needs of the construction and business operations.

It is the Council's expectation that major suppliers to the council will demonstrate their commitment to engage with local businesses to supply goods and services. This will range from construction-related work through to manufactured goods. We would aim to achieve as much local procurement as is practical and economic to do so.

Please contact: **Genny Fernandes (020 7974 8517, Genny.fernandes@camden.gov.uk)** for further information about how we can support you.