

Employment and Skills Plan – Road Three

Project and Contractor	Phase 3 Road (One Horton Heath)		
Lead Contact	Lea Hampton		
Telephone	07774115081		
Email	Lea.hampton@eastleigh.gov.uk		
Reference	N/A		
Build value	£11.8 million		
NSAfc Benchmark	Benchmark 1: Residential, Band 4		
Planned start	April 2023	Planned completion	April 2024
First Quarterly Review	September 2023		

*An update meeting will be held every quarter between the ESH Co-Ordinator and the contractor to formally review KPI progress and track evidence

1. Project Outline

Construction of road between Allington Lane and Burnetts Lane with associated footway, cycle paths, water crossings, drainage and landscaping.

2. Objectives of the Plan

Eastleigh Borough Council and Hampshire County Council has adopted a National Skills Academy for Construction (NSAfc) programme in partnership with the Construction Industry Training Board (CITB). This provides a framework for public sector organisations with responsibility for procuring construction work to embed employment and skills interventions; including Apprenticeships, work placements, job creation and upskilling opportunities that are relevant and proportionate to the construction activity. It ensures that all tiers of the construction supply chain can grow their business by supporting employment, skills and Apprenticeships.

The Council's corporate objectives are set out in the strategic plan 'Serving Hampshire 2017 - 2021'. This Employment and Skills Plan will contribute to the following priorities:

- Ensure children and young people in Hampshire thrive and achieve their full potential
- Support young people to achieve the skills they need to play an active role in society, particularly as the participation age rises (the age at which a child must stay in education or training)

- Promote employment opportunities for young people
- Provide opportunities for all to develop the skills needed to play a full part in Hampshire's economic success
- Support new and existing businesses to grow, including continuing to support local businesses through procurement processes

<https://www.hants.gov.uk/aboutthecouncil/strategiesplansandpolicies/corporatestrategy>

3. KPI Summary

KPI	Description	Target	Weeks
1	Work Placements	11	
2	Jobs created by NSAfC projects (new entrants)	12	
3	Construction Careers Information, Advice and Guidance (CCIAG) Events	7	
4	Training Weeks on site	167	
5	Qualifying the Workforce	0	
6	Training Plans	0	
7	Case Studies Approved	1	
Total			167

4. KPIs

KPI 1	Work Placements
	CITB Industry Priority: Image and Recruitment
	NSAfC Benchmark: 11 Agreed Target: 11 Training Weeks:
Activity	2 x Supported Internship placements to be provided for up to 39 weeks: commencing April 2023. EBC Project Development will provide a bespoke SIP or SEND placement, role profile to be confirmed by September 2022. HCC, Eastleigh College, Minstead Trust will recruit a suitable learner from its Hampshire Futures SIP study programme. Hampshire Futures will arrange a CSCS card for the trainee. EBC Project Development will host a SIP placement in the OHH Road Three site office where the trainee will shadow appropriate EBC Project Development site staff to gain valuable work experience on a real-life construction project. The minimum expectation to achieve this outcome will be 18 weeks on-site for 16 hours per week. Start date of SIP to be Mid-October with a potential start on site at the beginning of April. Each SIP will equate to 4 x work experience placements
Activity	3 x work placements to be provided for HCC Construction Training programmes & T Level Students throughout the duration of the project. Start date May 2023, or as appropriate to courses scheduled EBC Project Development to provide work experience to students attending or about to start Pre-Employment Training for a minimum of 5 working days from Eastleigh, Fareham, and Brockenhurst College, enabling students to gain an insight into construction. EBC Project Development can also work with the Youth Hub, Job Centre Plus to provide opportunities to their priority groups if no suitable TCS candidates are found. EBC Project

	Development to contact Eastleigh College and Job Centre Plus, and other agencies to broaden scope for work experience if required. Work experience placements are normally 5 days duration. When suitable candidates are found, EBC Project Development will facilitate bespoke placements for everyone considering their specific needs and aspirations. EBC Project Development will 'flex' placements in line with individuals' circumstances. For example, if an individual is attending a course on a certain day of the week, then the placement could run over a 2-week period, enabling continued course attendance.
Partner/Contact	HCC & TCS: James Maw, 07928 668856, james.maw@hants.gov.uk Eastleigh College: Fareham College: David Richardson, JCP: Jackie Sutherland, 07920 783186, jackie.sutherland@dwp.gsi.gov.uk Youth Hub: Norma Stephenson Minstead Trust: Chris Hillman,

KPI 2	Jobs created by NSAfC projects (new entrants)					
	CITB Industry Priority: Image and Recruitment					
	NSAfC Benchmark:	12	Agreed Target:	7		261
Activity	3 x new Apprentices to be recruited. Target start dates and named trades to be confirmed after supply chain contractors have been appointed EBC Project Development will contact Eastleigh College to prioritise recruitment of local young people completing construction courses. Supply chain contractors to consider employing Apprentices via CoTrain shared Apprenticeship scheme if suitable. The apprenticeship roles will be identified on successful selection of sub-contractors and will be written into their contracts. Sub-contractors will be required to use their own Apprentices on the project or work through Co-Train to meet this obligation.					
Partner/Contact	Eastleigh College: Claire Mew, 02380 911164 cmew@eastleigh.ac.uk CoTrain: richard@secbe.org.uk					
Activity	4 x HCC Construct candidates to be recruited into trades, target start dates dependent on schedule. On contract award, EBC Project Development will notify the client of further roles to be recruited locally through the supply chain EBC Project Development and their sub-contractors to refer vacancies to HCC to allow targeted recruitment of TCS individuals who have completed Construction Pre-Employment Training, including but not limited to CITB H&S and CSCS. EBC Project Development and their sub-contractors to employ TCS candidates as a priority and contact Job Centre Plus and other agencies to broaden recruitment if required. NB: Apprentice and TCS recruitment is aspirational and dependent on suitable candidates. In the absence of Apprenticeships, EBC Project Development will provide up to 12 jobs for local people.					
Partner/Contact	Eastleigh College: Claire Mew, 02380 911164 cmew@eastleigh.ac.uk JCP: Jackie Sutherland, 07920 783186, jackie.sutherland@dwp.gsi.gov.uk HCC & TCS: James Maw, 07928 668856, james.maw@hants.gov.uk					
Activity	Existing graduates working directly on the project					

	EBC Project Development will ensure a graduate from the EBC Project Development Graduate recruitment scheme, or a recent graduate recruited into the company, will participate in the construction of OHH Road Three Primary School. Number of training weeks for any existing graduate trainees allocated to work on this project are to be included.
Partner/Contact	Not applicable

KPI 3	Construction Careers Information, Advice and Guidance (CCIAG) Events			
	CITB Industry Priority: Image and Recruitment			
	NSAFC Benchmark:	5	Agreed Target:	7
Activity	3 x site visits providing careers information and experience of a live construction site, target date May 2023 EBC Project Development will arrange visits for groups of students attending Eastleigh College, or the closest TCS Project Training hub, with an interest in careers in construction. We expect EBC Project Development to physically or virtually host students with an interest in construction during any or all the construction phases. We would also expect the supply chain to provide opportunities for site visits when they are on-site and will advise on an ongoing basis.			
Partner/Contact	Eastleigh College: HCC & TCS: James Maw, 07928 668856, james.maw@hants.gov.uk			
Activity	3 x Careers Assemblies, providing information and promoting careers within the construction industry to school students starting May 2023 EBC Project Development will support local schools interested in careers in construction, to promote the industry. We will liaise with local schools and colleges to ensure we make this option available to the most appropriate students from the local area.			
Partner/Contact	Crestwood Community School: Andrew Whittick, andrew.whittick@crestwood.hants.sch.uk Toynbee School: Jennifer Setters, Jennifer.Setters@hants.gov.uk Eastleigh College:			
Activity	1 x Industry Informing Education workshops. A minimum of one workshop to be delivered around sustainability technologies that will be used on the OHH development. Professionals from the supply chain sharing insight into the new requirements for skilled technicians on the site e.g., solar roofing, ground source heat pumps and EV chargers. Helping training providers write the necessary content into training programmes so students are trained to industry needs. A minimum of 1 sub-contractors to be involved with this initiative.			
Partner/Activity	Fareham College: David Richardson: david.richardson@fareham.ac.uk Eastleigh College: Eastleigh College: goplaces@eastleigh.ac.uk Brockenhurst College: Southampton City College: ria.price@southampton-city.ac.uk			

	IOW College: Janet Stevens: janet.stevens@iwcollege.ac.uk
--	--

KPI 4	Training Weeks on site		
	CITB Industry Priority: Training and Development		
	NSAFC Benchmark:	167	Agreed Target: 167
Activity	EBC Project Development will record and submit details of all activity within the remit of KPI 4 The activities that can be included towards this target are Traineeships, Apprenticeships and new entrants undertaking higher qualifications (existing graduate trainees working on the project can be included towards the training weeks). The 345 weeks will be made up of 285 training weeks and 60 Traineeship weeks.		
Partner/Contact	Not required, see previous		

KPI 7	Case Studies Approved		
	CITB Industry Priority: Strategic Leadership		
	Project specific-to be agreed pre-approval		
Activity	1 x Case Study on Summer Work Placements EBC Project Development to provide feedback on best practice or a significant achievement on the project. The Summer Placement project could be priority depending on progress. HCC will provide case study template and guidance. We would expect there to be numerous opportunities to develop case studies through the project and will produce the case study towards the end of the programme.		
Partner/Contact	James Maw, 07928 668856, james.maw@hants.gov.uk Eastleigh College: Minstead Trust: Chris Hillman. Fareham College: Barton Peveril College: Maureen Latham		

Appendix 1: Summary of CITB Key Performance Indicator Definitions

KPI 1a: Work Placements (In Education). Key Industry Priority: Image and Recruitment

This target describes work experience attendance on NSAfC Projects for students from schools, colleges and Universities (14 years plus) who undertake a work-experience placement for a minimum of 5 working (consecutive or non-consecutive) days. Longer duration traineeships can be counted under KPI 4. This KPI is aimed at providing students with the opportunity to carry out tasks agreed by the education provider and the employer enabling the learner to gain a meaningful insight into the construction sector.

KPI 1b: Work Placements (Not in Education). Key Industry Priority: Image and Recruitment

This target describes work experience attendance on NSAfC Projects for persons not enrolled in a course of education/study and who undertake a work-experience/pre-employment placement for a minimum of 5 working (consecutive or non-consecutive) days. This can include individuals from organisations such as Princes Trust, Probation Service, Jobcentre Plus, Women into Construction, Armed Forces re-settlement programmes or local community organisations. It may also be appropriate for individuals seeking a career change.

This KPI is aimed at providing persons with the opportunity to carry out tasks agreed by their supporting organisation (where applicable) and the employer enabling the individual to gain a meaningful insight into the construction sector.

KPI 2: Jobs created by NSAfC projects (new entrants). Key Industry Priority: Image and Recruitment

This target describes the creation of new and sustainable job opportunities for new entrants into the sector. And as a result of the project are required on the project site (s) by the main contractor or subcontractor. This target relates to (SPONSA reporting lines):

- Persons who are employed as Apprentices
- Persons previously unemployed
- Graduates

KPI 3: Construction Careers Information, Advice and Guidance (CCIAG) Events. Key Industry Priority: Image and Recruitment

This target consists of the organisation and delivery of events focused on improving the image of the sector. Events are aimed at increasing awareness of the opportunities available within the industry, what it is like to work in Construction and how to get into the sector. To be counted, the activity must be formally structured, agreed by the project and the participating organisation, and recorded on the CCIAG form. The key target groups for delivery of this outcome are:

- Entrants 14-19: (e.g., NEETs, school students, school leavers, college students)
- Undergraduates
- Influencers (e.g., school / university / adult influencers, careers advisers, careers school staff, other providers, community groups)

KPI 4: Training Weeks on site. Key Industry Priority: Training and Development

This target relates to and counts the number of weeks of formalised training being undertaken by the site labour force working on a NSAfC Project. This will involve training following a recognised syllabus of study which has been accredited by either an awarding body for that qualification or by the recognised issuing organisation.

One training week = 5 working days. Days can be cumulative for any individual (i.e., if an individual undertook a 3-day course (certificated) a 4-day training course (certificated) and a qualification which is made up of 3 days of training the contractor could claim 2 training weeks). This target can include apprenticeship programmes counted in training weeks. This target relates to all employees:

- New entrants who are undertaking apprenticeship frameworks
- New entrants who are undertaking traineeships or equivalent
- New entrants undertaking technical/higher level qualifications

KPI 5: Qualifying the Workforce, Key Industry Priority: Training and Development

5a) Main Contractor and 5b) Sub Contractor - Qualifications

This target relates to persons gaining a nationally recognised qualification equivalent to Level 2 or above. Achievements can include vocational awards/ diplomas, apprenticeship completions, professional qualifications, leadership and management courses including ILM, health and safety, (including IOSH, NEBOSH, SEBC PROJECT DEVELOPMENTTS & SSSTS).

Outcomes must be accredited by a nationally recognised professional institution or awarding body.

5c) Main Contractor and 5d) Sub Contractor – Short Duration Training

This target relates to persons gaining industry certification. Achievements can include short duration courses; project specific learning e.g., products, installation, technologies, or may relate to occupational competence, licence to practice or sector specific training e.g., the environment, sustainability, health and safety

Outcomes must be accredited by public education establishments, employers or other training providers and may be held externally or in-house and must be a minimum duration of 3 hours

For the client-based approach KPI5 relates to those who are working as part of the NSAfC project workforce; this includes main contractor employees and subcontractors. For funded approach KPI5 relates to those working as part of the supply chain workforce.

KPI 6: Training Plans. Key Industry Priority: Training and Development

This target relates to the annual company plan which details the organisational structured approach to training and developing the workforce. The plan must show the start and end date so that it demonstrates that this is a plan rather than a matrix. This target can include new plans and plans to be renewed

For the client-based approach KPI6 relates to those who are working as part of the NSAfC project workforce; this includes main contractor employees and subcontractors. For funded approach KPI6 relates to those working as part of the supply chain workforce.

KPI 7: Case Studies Approved. Key Industry Priority: Strategic Leadership

This target consists of completing and submitting a promotional case study which describes either an example of best practice or a significant achievement on the NSAfC project. Case studies counted against this measure must be compliant with the National Skills Academy for Construction case study guidelines.

The completed case study must be approved by a representative of CITB and the client/contractor's internal Communications team and available for inclusion on the National Skills Academy for Construction website and for additional promotional purposes.

Appendix 2: Employment and Skills Plan Monthly Targets (Year 1)

			ICF Ref:											
Employment and Skills Areas		Apr -23	May -23	Jun -23	Jul- 23	Aug -23	Sep -23	Oct -23	Nov -23	Dec -23	Jan -24	Feb -24	Mar -24	Total
KPI 1	Work Placements - persons													11
(1a)	(In Education) (1 x traineeship = 4 x WE)						1(4)							
(1b)	(Not in Education)	1						1	1	1	1	1	1	
KPI 2	Jobs Created by NSAfC Projects (new entrants)													12
(2a)	(Apprenticeships)													
(2b)	(New Entrants)													
(2c)	(Graduates)													
KPI 3	Construction Careers Events (CCIAG)	1	1	1	1			1		1		1		7
KPI 4	Training Weeks on site													167
KPI 5	Qualifying the Workforce													0
(5a)	(Qualifications gained main contractor)													
(5b)	(Qualifications gained subcontractor)													
(5c)	(Industry certification gained main contractor)													
(5d)	(Industry certification gained subcontractor)													
KPI 6	Training Plans													0
KPI 7	Case Studies Approved							1						1