

Employment and Skills Plan – East Horton Business Park – units 5-15

Project	East Horton Business Park – units 5-15
Lead Contact	Andy Phipps
Telephone	01489 785169
Email	andyp@pc-group.co.uk
Reference	N/A
Build value:	£2million
NSAfc Benchmark	Band 1 - Factories
Planned start:	November 2023
Planned completion	May 2024

1. Project Outline

Construction of 15 industrial units on the site of East Horton Business Park, Knowle Lane, Fair Oak, Eastleigh. Across 3 blocks, along with external carparking and Landscaping.

The project will achieve Breeam “Very Good” Certification and include several sustainable elements, such as PV Solar on the roofs, EV charging points and fully insulated buildings.

2. Objectives of the Plan

The aim is to achieve positive outcomes for local people who may have difficulty entering the labour market through development. (Local people who may have difficulty entering the labour market can include for example people with no or low qualifications / experience, young people, senior citizens, the unemployed, disabled people, those with a health condition or mental illness, lone parents, those with English as a second language or ex-offenders).

We are aware that the CITB has developed these in consultation with the construction sector, and some big construction companies already have proactive policies around local recruitment. All large-scale planning applications require an employment and skills plan to meet targets for a range of employment, volunteering, apprenticeship, training and development activities. As a smaller construction company our plan is to

implement realistic targets that will contribute towards both increasing and improving the local workforce as well as assisting in the promotion of the industry to future generations.

3. KPI Summary

KPI	Description	Target	Wks
1	Work Placements	2	
2	Jobs created by NSAfC projects (new entrants)	0	
3	Construction Careers Information, Advice and Guidance (CCIAG) Events	1	
4	Training Weeks on site	20	20
5	Qualifying the Workforce	3	
6	Training Plans	3	
7	Case Studies Approved	0	
Total			20

4. KPIs

KPI 1	Work Placements
	CITB Industry Priority: Image and Recruitment
	NSAfC Benchmark: Agreed Target: 2 Training Weeks:
Activity	1 x Traineeship placement to be provided, up to 20 weeks commencing: start of development We will provide a bespoke general introduction to Construction Traineeship placement to enhance the knowledge of the individual and give them the tools required to progress. We will achieve this by making contact with Job Centre Plus (JCP) to provide work placements opportunities for suitable unemployed individuals. 2 x work experience placement starting February 2024 We will endeavour to provide a work experience placement to local young people potentially from colleges such as Fareham or Eastleigh College Work experience placements are normally 5 days duration. When suitable candidates are found we will facilitate bespoke placements for each individual; consideration being given to their specific needs and aspirations. We will 'flex' placements in line with individuals' circumstances, e.g. if an individual is attending a course on a certain day of the week, the placement could run over a 2 week period, enabling continued course attendance. * If candidates would like to join us for a longer period of time, this could potentially be facilitated, hence the training weeks figure could increase.

Partner/Contact	Employee Services JCP – 0800 169 0175 Fareham College – David Richardson, Director of Construction & Civil Engineering – 01329 815 200 – david.richardson@fareham.ac.uk Eastleigh College – Daniel Wareham, Learner Recruitment Manager – 0238 091 1000 – dwareham@eastleigh.ac.uk

KPI 2	Jobs created by NSAfC projects (new entrants)				
	CITB Industry Priority: Image and Recruitment				
	NSAfC Benchmark:		Agreed Target:	0	Training Weeks:
Activity	We are unable to create any new trade apprenticeships as we do not directly employ trades, this is subcontracted out. We will actively encourage all trades working on this project to create new apprenticeships and will assist them, where possible, with the recruitment process for these posts. This will be done by posting a job board onsite for subcontractors to use in posting vacancies and apprenticeships and advertise partner agency's who are able to assist – such as Fareham College, Eastleigh College.				
Partner/Contact	Employee Services JCP – 0800 169 0175 Fareham College – David Richardson, Director of Construction & Civil Engineering – 01329 815 200 – david.richardson@fareham.ac.uk Eastleigh College – Daniel Wareham, Learner Recruitment Manager – 0238 091 1000 – dwareham@eastleigh.ac.uk				

KPI 3	Construction Careers Information, Advice and Guidance (CCIAG) Events			
	CITB Industry Priority: Image and Recruitment			
	NSAfC Benchmark:		Agreed Target:	1
Activity	1x site visit, providing careers information and experience of a live construction site, target date March 2024 We will arrange a visit for a group of students attending a local school or youth group with an interest in careers in construction.			
Partner/Contact	Fareham College – David Richardson, Director of Construction & Civil Engineering – 01329 815 200 – david.richardson@fareham.ac.uk			

	Eastleigh College – Daniel Wareham, Learner Recruitment Manager – 0238 091 1000 – dwareham@eastleigh.ac.uk 1 st Fair Oak Scout Group – 0845 644 5258
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KPI 4	Training Weeks on site		
	CITB Industry Priority: Training and Development		
	NSAfc Benchmark:		Agreed Target: 20
Activity	We will record 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 training weeks).		
Partner/Contact	Not required		

KPI 6	Training Plans		
	CITB Industry Priority: Training and Development		
	NSAfc Benchmark:	3	Agreed Target: 3
Activity	3 x new or updated Training Plans We will provide support on training plans to groups of sub-contractors if required. Liaise with all sub-contractors on-site to ensure outputs are achieved and encourage them to have up-to-date matrix plus policy in place to show the commitment to skills training		
Partner/Contact			

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 Contactor - 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, SMSTS & SSSTS).

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

5c) Main Contactor and 5d) Sub Contactor – 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.

