

Employment and Skills Plans Interim Policy Note and Guidance October 2018



1. Introduction

- 1.1 This Interim Policy Note supports the implementation of part of Policy ED1 as set out in the Hart Local Plan: Strategy and Sites Submission Version by providing information and guidance on the preparation of Employment and Skills Plans (ESPs).
- 1.2 Policy ED1 states that “Where feasible, major developments should deliver local skills and training initiatives. The supporting text to this Policy sets out that developers are encouraged to commit to construction training as part of their project through the inclusion of an Employment and Skills Plan.
- 1.3 ESPs include initiatives that help create additional training and employment opportunities including apprenticeships, support for schools, skills development for the existing workforce and entry into employment. The Council is seeking to encourage ESPs for major developments in the District to support local employment and training, reduce the risk of homelessness and to support construction and other sectors to meet future recruitment needs.
- 1.4 This Interim Policy Note will be prepared as a formal Supplementary Planning Document following adoption of the emerging Local Plan. In the meantime it is a material consideration that will be taken into account in the determination of planning applications in the District.

2. Background

- 2.1 The encouragement of ESPs will also assist with delivering priorities in the Hart Corporate Plan and Hart Economic Development Strategy (see Appendix I for more detail).
- 2.2 Economic activity and unemployment affects homelessness, as reduced economic activity can result in increased levels of homelessness. This can lead to increased risks of physical and mental health problems in individuals and families, and other illnesses and health issues. ESPs therefore also support the Council’s Housing objectives and initiatives such as the Homelessness Prevention Trailblazer project.
- 2.3 The use of ESPs also supports national targets and ambitions. The Government has set a target of 3 million new apprenticeships by 2020, which offer the opportunity to earn a salary whilst training and potentially earning a qualification on completion. It is also supported by national policy which seeks to balance economic, environmental and social objectives, and by priorities and strategies identified for the Enterprise M3 area within which Hart sits, and in particular the EM3 Employment and Skills Strategy and the emerging EM3 Strategic Economic Plan.

- 2.4 Under legislation relating to the Raising of the Participation Age (RPA) there is a duty on young people to participate in education until their 18th birthday. ESPs create opportunities to support the participation of local young people and help to reduce the number that are not in education and/or training in the district.
- 2.5 The evidence base which underpins the Skills and Employment Strategy for the Enterprise M3 area refers to a projected increase in the construction sector projected of 9,000 jobs between 2010 and 2020. This is the third fastest growing sector. However, the sector suffers from relatively high levels of skill shortages and vacancies are difficult to fill. In Hart, the construction sector counts for 5.3% of jobs which is slightly higher than both the South East (5%) and Great Britain (4.6%) (ONS, Business Register and Employment Survey 2016).
- 2.6 The Construction Industry Training Board (CITB) identifies that between 2018 – 2022 the South East regions construction employment is anticipated to increase by an average yearly rate of 0.8%, above the UK rate of 0.5% and with an annual recruitment requirement of 2,250.

3. Approach

- 3.1 The Council will apply this guidance throughout Hart on development proposals using the thresholds in the table below but would encourage Employment and Skills Plans on other appropriate applications, for example new infrastructure projects.

Proposal	Threshold
Dwellings (Class C3) Res. Inst. (Class C2)	25 gross dwellings. 50 bedspaces
Non-residential (shops, business, hotel, institutions, leisure, education, health)	1000m ² floorspace

- 3.2 The Construction Industry Training Board (CITB) has produced a set of Key Performance Indicators and benchmark target outputs. The benchmarks have been developed to reflect the ability of various categories of construction projects to support employment and skills development. These benchmarks (or as amended by the CITB) will be used as the starting point for discussion with developers and applicants. The current benchmark figures for residential uses are at Appendix 2 of this note. Benchmark figures for other uses are available upon request.
- 3.3 There are various development categories in the CITB guidance eg. residential, retail, leisure, highways, infrastructure, education, offices and each one carries its own benchmark figures according to the value of the development from £1m - £100m.
- 3.4 In line with the CITB guidance, an ESP should be based around the following employment target areas:
- (i) Work placements
 - (ii) Jobs created by National Skills Academy projects: (apprentices, persons previously unemployed, graduates)

- (iii) Construction careers information, advice and guidance events
- (iv) Training weeks on site
- (v) Qualifying the workforce
- (vi) Training plans
- (vii) Case studies

3.5 These will be used as a starting point but the Council is open to discussion on these and other target areas. For example existing training schemes run by employers will be taken into account. Regular monitoring periods will be built into the ESP, with their frequency depending on the scale of the scheme.

3.6 A range of partners will be engaged in the implementation of the Plan including Hampshire County Council, local schools and colleges, Jobcentre Plus, military resettlement contacts, and Inclusion Hampshire (Apex Centre in Fleet). It is the responsibility of the developer to liaise with sub-contractors to ensure the implementation of the plan.

3.7 In implementing an ESP, Hart District Council will expect the developer to give priority to residents of Hart in the employment and training opportunities arising from the development proposal and particular effort to be focused on those areas where unemployment is highest in the District. Hart District Council recognises that not all opportunities will be filled by residents in Hart.

4. Process

4.1 Although the circumstances of each site will vary, the following stages and issues will be followed in order to clarify and finalise the ESP:

Stage	Issues
Pre-application	<ul style="list-style-type: none"> • Principle of ESP raised and draft content identified.
Planning application	<ul style="list-style-type: none"> • ESP commitment included in Draft S106 or condition if no other need for a S106 agreement
Planning permission	<ul style="list-style-type: none"> • S106/Conditions finalised to secure the ESP. • HDC works with developer to prepare the ESP
Post decision	<ul style="list-style-type: none"> • ESP agreed and signed off. • Developer informs HDC of development start date. • ESP monitoring and implementation
Completion of Development	<ul style="list-style-type: none"> • ESP targets for construction phase – signed off. • ESP targets for occupation of building – signed off. • ESP evaluation and feedback on best practice • Number of completed ESPs and outcomes delivered reported in HDC’s annual monitoring of the Economic Development Strategy Action Plan.

- 4.2 On qualifying applications, the Council will raise the issue of an ESP at the pre-application stage. At planning application stage, the applicant will be asked to make a commitment to subsequently submitting an Employment and Skills Plan at construction stage. This commitment will then form part of the obligations on a planning permission, either within an agreement made under S106 of the Town and Country Planning Act 1990 (Section 106 Agreement) or by condition if there is no other need for a S106 Agreement.
- 4.3 The Hampshire Employment and Skills Hub¹ will be used to support the Council in the preparation and monitoring of ESPs.
- 4.4 A Template for an ESP is available on the Hart District Council website at <https://www.hart.gov.uk/skills-training>

5. Contacts and Further Information

For further information on Employment and Skills Plans please contact us at Economic.development@hart.gov.uk or visit our website at <https://www.hart.gov.uk/skills-training>.

Further information can also be found on the CITB website at <https://www.citb.co.uk/>, and the Hampshire Employment and Skills Hub at <https://www.hants.gov.uk/educationandlearning/hampshirefutures/employmenthub>.

¹ <https://www.hants.gov.uk/educationandlearning/hampshirefutures/employmenthub>

