## Barking and Dagenham: Section 106 Employment, Skills and Supplier Plan (ESSP)

Major developments (commercial/mixed use schemes of 1,000sqm or more, or sites providing 10 or more residential units) are required to provide Section 106 agreements with employment, training and supply chain commitments for the construction phase, and commercial developments should include an end-user agreement. This requirement seeks to meet the current needs of both the construction industry and the communities in which we work. The targets are calculated based on the estimated FTE workforce and length of build and include:

* Local employment targets – including a requirement to recruit via the council’s job brokerage service
* Training, work experience and apprenticeships targets – including a request to improve clarity of training pathways by working with our local training system
* Financial contributions to the work the Council does to filter, select and prepare candidates to work in construction, including training though a new specialist construction academy based at Barking Riverside, and monitor compliance
* Targets to buy goods and services locally and support efforts to build the capacity of the local supply chain

A comprehensive local Employment, Skills and Supplier Plan (ESSP) and method statement must be submitted **at least six months** before the start of the construction phase. This is to enable us to identify, prepare and train local candidates to meet your skills and business needs, and must include a named contact responsible for overseeing delivery of the targets. A template for this is provided in the appendix to this document.

Once development is underway, you will be provided with monitoring forms. These must be submitted monthly to the council’s job brokerage service, along with evidence of compliance (as per table below). Regular site visits or meetings will be scheduled with the named point of contact to review evidence and discuss progress. Confirmation that all obligations have been met – or appropriate compensation agreed – must be provided before the council will approve a developer’s application for discharge. The council may take legal action in cases where obligations are not fulfilled.

When assessing whether developers have used reasonable endeavours to meet their obligations, the Council will take into account the following: whether the developer has provided a designated coordinator to manage recruitment, training and supply chain commitments; whether this person has responded positively to requests for meetings, monitoring information and evidence as required; whether all vacancies have been advertised through the Council’s job brokerage services; and whether any problems affecting the developer’s ability to meet targets have been raised with the council’s job brokerage services and alternative options agreed, such as appropriate financial compensation.

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| **Key Outputs** | **Acceptable evidence** |
| London Living Wage | Evidence of accreditation as a Living Wage employer/or evidence of registered interest.Anonymised evidence of staff pay levels for direct employees / or access to staff payslips for audit at monitoring meetings. |
| Local employment / job starts | Site induction form with employee’s name, address (incl. postcode) and signature.Copy of the employment contract. Confirmation of employment on letter headed paper/formal email address. |
| Apprenticeships | Confirmation from employer that has taken on apprentice (copy or contract or written confirmation on letter headed paper/formal email address). Confirmation from college/accrediting body of enrolment. |
| Work based training and short courses (Health and Safety, mental health awareness, NVQs etc) | Copy of pass certificate. Confirmation from the training provider/accrediting body of participation and completion/pass mark. |
| Work placements and internships | Registration form with employee’s name.Confirmation of employment on letter headed paper/formal email address.Confirmation of activity from BDSIP’s Trident work experience service and/or school/college on letter headed paper/formal email address. |
| Engagement with schools and education providers | Confirmation from BDSIP/school/provider on letter headed paper/formal email address that an activity has taken place. |
| Local supply chain | Evidence of spend with local contractors compared to overall construction costs. |

**Early Engagement, key contacts and support**

Early engagement with the Council’s Inclusive Economy, Employment and Skills team at pre-application stage is strongly encouraged and can be facilitated through the planning pre-application or PPA process. This will enable advice on the scope and terms of ESSPs to be provided prior to the submission of a full planning application and allow a more streamlined ESSP process at post-permission phase.

The Section 106 Engagement Officer in the Council’s Inclusive Economy, Employment and Skills team (ESSP@lbbd.gov.uk) can provide advice and support to meet your requirements, helping you to tap into local talent, connecting you to local training providers and schools, and supporting you to understand the local supply chain. The support available includes:

* Advice to understand your targets and develop realistic plans for delivery.
* A free recruitment service to help you advertise and promote your vacancies in the borough, with a specialist Construction Team that trains and selects candidates to meet the required standard.
* Support to identify and access trusted local training provision that meets your needs (including those offering apprenticeship training, as set out [here](https://www.lbbd.gov.uk/sites/default/files/2022-08/Apprenticeship%20Prospectus%202nd%20Draft.pdf)) and to organise work experience placements and careers activities.
* Support to understand and identify local suppliers that meet your needs in the borough. The Council’s Business Forum can also help advertise and promote opportunities to local businesses (businessforum@lbbd.gov.uk).

There are also several organisations in the borough that can support you with your schools outreach and careers targets:

* Construction Youth Trust run careers programmes and work experience with local schools. Contact: hello@constructionyouth.org.uk
* The Barking and Dagenham School Improvement Service Trident team coordinates careers activities and work experience for schools in the borough generally and provides support for employers on good practice. Contact Barking&DagenhamTrident@lbbd.gov.uk

## Appendix 1. Template Employment, Skills and Supplier Plan

## Key Project Information

**Developer:** [Please write the name of your company here]

**Main contractor(s):** [Please write the name of the main contractor(s) here]

**Designated employment, skills and supply chain lead:** [Please give the name and contact details for the person in the organisation who will be responsible for overseeing delivery of the employment, skills and supply chain targets and submitting monitoring evidence to the Council]

**Project details:** [Please give the details for the project, including the site address, what is being constructed and the size of the project in sqm.]

**Estimated build duration:** [Please state the estimated duration of the build, and any key dates, e.g., the commencement of construction]

**Estimated FTE:** [Please state the estimated full time equivalent workforce for the build]

## Method Statement

*Please state in no more than 500 words how you will meet your commitments, including:*

* *Who in the organisation will be responsible for managing recruitment and training*
* *How you will ensure compliance from contractors*
* *How health and safety issues will be managed*
* *How you will work with the council, community and key local training providers to meet your employment and skills commitments*

## Employment during construction

*This section should include:*

* *A forecast of the number of vacancies that you will be looking to fill locally during the construction phase of the project (including the enabling and demolition phases), based on the target for at least 25% of the total FTE workforce to be residents of Barking and Dagenham.*
* *A detailed breakdown of the different roles and the timelines for recruitment.*

*This information will enable the Council’s job brokerage service to train and prepare local candidates to help you meet your commitments and skills and business needs.*

## Training and work experience during construction

*Please provide:*

* *The estimated number of apprenticeships that will work on this project, based on the target for at least 5% of the FTE workforce to be apprentices*
* *A detailed breakdown of the apprentices you will need, e.g., plumbing, electrical work, etc, including how many of these will be new apprentices for Barking and Dagenham Residents and timelines for recruitment*
* *A forecast of the other training opportunities, work experience placements and educational workshops/visits that will be created over the lifetime of the development*
* *An explanation of how you are going to meet these targets – including the local training providers, schools and other partners you will work with to deliver these.*

## Supply chain development

*Please provide:*

* + *A detailed explanation of how you are going to meet the target to buy at least 25% of goods and services from businesses based in Barking and Dagenham.*
	+ *Information about when LBBD can expect to receive the full Procurement Plan; an overview of the goods, materials and services that this will include; and which of these you think offer the strongest opportunities to procure locally.*
	+ *Information about how you will support local businesses to understand and access these, including participation in events and/or contributions to support these.*

## Employment during end-user phase

*Please provide a forecast of the number and type of vacancies that you will be looking to fill locally during the end-user phase.*

## Financial contributions

*Please outline the financial contributions you propose to the Council’s work monitoring and supporting implementation of your commitments including the monitoring fee, the employment and training contribution, and any proposals for contributions in lieu of employment and apprenticeship commitments.*

*You can also use this section to state any particular areas of recruitment or skills you would like support with.*