

Date: 20<sup>th</sup> December 2018

The Arc  
High Street  
Clowne  
Derbyshire  
S43 4JY

Dear Sir or Madam,

You are hereby summoned to attend a meeting of the Executive of Bolsover District Council to be held in the Council Chamber, The Arc, High Street, Clowne on **Monday 7<sup>th</sup> January 2019 at 1000 hours.**

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised on pages 2 and 3.


Yours faithfully



Joint Head of Corporate Governance & Monitoring Officer  
To: Chair & Members of the Executive

## ACCESS FOR ALL

If you need help understanding this document or require a larger print or translation, please contact us on the following telephone number:-

 **01246 242529**      **Democratic Services**  
**Fax: 01246 242423**



**Tel** 01246 242424    **Fax** 01246 242423  
**Email** [enquiries@bolsover.gov.uk](mailto:enquiries@bolsover.gov.uk)    **Web** [www.bolsover.gov.uk](http://www.bolsover.gov.uk)

CUSTOMER  
SERVICE  
EXCELLENCE



## EXECUTIVE AGENDA

**Monday 7<sup>th</sup> January 2019 at 1000 hours in the  
Council Chamber, The Arc, Clowne**

<b>Item No.</b>	<b>PART 1 – OPEN ITEMS</b>	<b>Page No.(s)</b>
1	<b>Apologies for absence</b>	
2	<b>Urgent Items of Business</b>  To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
3	<b>Declarations of Interest</b>  Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:  a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items  and if appropriate, withdraw from the meeting at the relevant time.  Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.	
4	<b>Minutes</b>  To approve the Minutes of a meeting of the Executive held on 3 <sup>rd</sup> December 2018.	4 to 14
5	<b>Items recommended by Scrutiny Committees</b>  (A) None	
6	<b>Policy and Budget Framework Items</b>  (A) None	
7	<b>Non Key Decisions</b>  (A) North Derbyshire Construction Skills Pilot  <u>Recommendation on Pages 22 and 23</u>	15 to 38



## EXECUTIVE

Minutes of a meeting of the Executive of the Bolsover District Council held in the Council Chamber, The Arc, Clowne on Monday 3<sup>rd</sup> December 2018 at 1000 hours.

### **PRESENT:-**

Members:-

Councillor A.M. Syrett in the Chair

Councillors M.J. Dooley, S.W. Fritchley, H.J. Gilmour, D. McGregor, B.R. Murray-Carr, M.J. Ritchie and B. Watson

Officers:-

D. Swaine (Chief Executive Officer), L. Hickin (Strategic Director – People), K. Hanson (Strategic Director – Place), D. Clarke (Joint Head of Finance and Resources), M. Broughton (Joint Head of Partnership and Transformation), V. Dawson (Team Leader (Contentious) Solicitor), R. Routledge (Interim Planning Policy Manager) (until Minute No. 0518), A. Bedford (Customer Standards and Complaints Officer) (until Minute No. 0519), N. Etches (Business Estates Manager) (until Minute No. 0523), N. Calver (Governance Manager) (until Minute No. 0525), P. Brown (Chief Executive's and Partnership Manager) (until Minute No. 0525), J. Clayton (Partnership Performance and Sustainability Officer) (until Minute No. 0525) and A. Brownsword (Senior Governance Officer)

### **0512. APOLOGIES**

There were no apologies for absence.

### **0513. URGENT ITEMS OF BUSINESS**

There were no urgent items of business.

### **0514. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **0515. MINUTES – 5<sup>TH</sup> NOVEMBER 2018**

An amended version of the Minutes was circulated.

Moved by Councillor S.W. Fritchley and seconded by Councillor B.R. Murray-Carr **RESOLVED** that the minutes of a meeting of the Executive held on 5<sup>th</sup> November 2018 be approved as a true and correct record.

## EXECUTIVE

### **0516. ITEMS RECOMMENDED BY SCRUTINY COMMITTEES**

There were no recommended items from Scrutiny Committees

### **0517. POLICY AND BUDGET FRAMEWORK ITEMS**

There were no policy and budget framework items.

### **0518. NON KEY DECISION LOCAL PLAN UPDATE**

The Interim Planning Policy Manager gave a presentation which updated Members with regard to progress on the Local Plan.

The presentation gave a recap on the current position and informed Members that a Programme Officer and Inspector were now in place. The Inspector had submitted initial questions to the Council which had been answered. The presentation also gave details of the current work being undertaken and the initial timetable received from the Inspector.

A question was asked regarding whether the Inspector had expressed any initial concerns regarding traveller sites within the District or air quality. The Interim Planning Policy Manager informed Executive that the relevant traveller groups were happy with the approach taken regarding traveller sites. The Chair noted that the Council was currently responding to Government consultation regarding air quality within the District.

Moved by Councillor A.M. Syrett and seconded by Councillor D. McGregor  
**RESOLVED** that the update be noted

**REASON FOR DECISION:** The presentation was to keep Members informed of the progress of the Local Plan.

**OTHER OPTIONS CONSIDERED:** Not applicable, this was a presentation to inform the Executive of progress with regard to the Local Plan process.

The Interim Planning Policy Manager left the meeting.

### **0519. NON KEY DECISION CUSTOMER SERVICE STANDARDS AND CCC REPORT 2018/19 1<sup>ST</sup> APRIL TO 30<sup>TH</sup> SEPTEMBER 2018**

The Portfolio Holder for Corporate Governance presented the report which provided information on the Council's performance in relation to its customer service standards and the number of compliments, comments and complaints for the period 1<sup>st</sup> April 2018 to 30<sup>th</sup> September 2018.



## EXECUTIVE

**REASON FOR DECISION:** (1) The Council's TGG have worked with the relevant Head of Service to develop the transformation ideas into a project which would positively contribute to the Council's Transformation Plan 2018,

(2) TGG recommended that the projects outlined in paragraph 1.5 be supported by Executive and any investment required funded through the Transformation Reserve.

**OTHER OPTIONS CONSIDERED:** To not pursue the options presented; continue with Customer Service Excellence, and do not install pool cover. These other options were rejected for reasons detailed in Appendix B and C of the report

(Joint Head of Partnerships and Transformation)

**0521. NON KEY DECISION  
HS2 PHASE 2B;  
CREWE - MANCHESTER AND WEST MIDLANDS – LEEDS**

The Leader and Portfolio Holder for Overall Policy and Strategic Planning explained that the Council had been consulted on the Working Draft Environment Statement and the Working Draft Equality Impact Statement and was now working on a response.

The Chief Executive Officer noted that there were issues with the HS2 approach to non-residential land compensation which did not include any redevelopment monies. The issue had been raised with the LEP.

Moved by Councillor A.M. Syrett and seconded by Councillor S.W. Fritchley  
**RESOLVED** the information set out in the report and the extent of the HS2 Phase 2b consultation be noted and the Chief Executive Officer, in consultation with the Leader, be requested to provide a response.

**REASON FOR DECISION:** As outlined in the report, the HS2 Phase 2b main and spur lines would have a significant impact on the Council's area and its business and residents. Consequently it was necessary to ensure sufficient Council resources were available to appraise the consultation document and provide an appropriate response outlining key areas of concern. This was in order to ensure the ongoing dialogue with HS2 was reflected in a formal response to the consultation.

**OTHER OPTIONS CONSIDERED:** The Council could have chosen not to respond to the HS2 consultation, however this would have weakened the Council's position to argue that its impact on communities and businesses should be properly managed and mitigated. It would also have prevented the Council from identifying areas where HS2 needed to add further mitigation actions or modify the route to reduce significant detrimental impacts.

(Chief Executive Officer)

## EXECUTIVE

### 0522. NON KEY DECISION TECHNOLOGY TO IMPROVE SUPPORT TO MEMBERS AND TRANSPARENCY WITHIN THE DEMOCRATIC FUNCTION

The Portfolio Holder for Corporate Governance introduced the report and explained that the Customer Service and Transformation Scrutiny Committee had been consulted on the proposals contained therein and reported the feedback received.

The Governance Manager advised that the introduction of an electronic system for agendas and minutes would help the Authority achieve its transparency goals whilst supporting a paper light approach for Members. In addition this approach was complementary to the transformation agenda, including the carbon reduction management plan. Full training would be provided for Members.

It was noted that many other local authorities had introduced such a system successfully and that it would make service improvements for the public, Members and officers alike.

Moved by Councillor D. McGregor and seconded by Councillor A.M. Syrett

**RESOLVED** that (1) the options available to improve transparency within the democratic function be noted including how technology and new systems may improve the professional image of the Authority in respect of democracy,

(2) the recommendations and views of the Customer Service and Transformation Scrutiny Committee be noted,

(3) entry in to a procurement exercise for a Committee Management system be supported and authority delegated to the Monitoring Officer, in consultation with the Portfolio Holder for Corporate Resources, to award a contract within the financial perimeters of the proposals put forward.

**REASON FOR DECISION:** There was a long identified need for a system to provide Members with greater support and better promotion of the Council's democratic functions. The proposals put forward fulfilled that need and opened options for future development.

**OTHER OPTIONS CONSIDERED:** Executive may have rejected the proposals put to them to procure a committee management system.

(Governance Manager)



## EXECUTIVE

### **0523. NON KEY DECISION COMMERCIAL PROPERTY PERFORMANCE UPDATE**

The Leader and Portfolio Holder for Overall Policy and Strategic Planning noted that the report was the latest in a series which formed the basis of the development of an Investment Strategy.

The Authority had a mix of properties within its commercial portfolio and the strategic objectives aimed to provide appropriate commercial accommodation to support local small businesses to develop and grow.

A discussion took place regarding the future of Oxcroft House and Pleasley Vale Business Park.

Moved by Councillor A.M. Syrett and seconded by Councillor B.R. Murray-Carr  
**RESOLVED** that information provided be noted including how it may be used to formulate an investment strategy.

**REASON FOR DECISION:** At the previous meeting on 5 November, Executive considered a report concerning the development of an Investment Strategy for the Council. As an outcome of that meeting, a request was made to provide a report which provided an update with regards the performance of the existing commercial property portfolio.

This report set out to inform Executive of the mix of property within the existing non-housing property stock, focusing on its overall performance, supply and demand, occupancy and vacancy rates, as well as the management tools and controls implemented to reduce the ongoing financial risk to the authority.

**OTHER OPTIONS CONSIDERED:** The purpose of the report was to provide the Executive with a detailed analysis of the performance of the Council's non-housing property portfolio. It was for information purposes only and did not include alternative options for consideration. Any work resulting from the report would be considered in further reports as required.

(Strategic Director – Place)

The Business Estates Manager left the meeting.

### **0524. NON KEY DECISION STRATEGIC RISK REGISTER AND PARTNERSHIP ARRANGEMENTS**

The Portfolio Holder for Finance and Resources introduced the report which updated the Executive on the current position regarding Risk Management and Partnership Arrangements and sought approval for the revised Strategic Risk Register as at 30<sup>th</sup> September 2018.

## EXECUTIVE

The Joint Head of Finance and Resources advised that the risks remained the same as reported previously and that Audit Committee had identified no new risks. The Chief Executive Officer noted that there were issues to be considered around Brexit.

Moved by Councillor B. Watson and seconded by Councillor A.M. Syrett

**RESOLVED** that the Strategic Risk Register as at 30 September 2018 as set out in Appendix 1 of the report be approved.

**REASON FOR DECISION:** The report was provided to enable Executive to consider the risks identified within the Strategic Risk Register and Partnership Arrangements in order to assist in maintaining effective governance arrangements, service and financial performance.

**OTHER OPTIONS CONSIDERED:** Under the relevant good practice and to facilitate the development of robust managerial arrangements the Council is required to prepare a Strategic Risk Register as part of its risk management framework. The report was in part intended for Members and Officers to consider whether the Council has adopted an appropriate approach to its management of risk and partnerships. Given that the report was part of the approach to help ensure the effective management of risk / partnerships there was not an alternative to the presentation of a formal report.

(Joint Head of Finance and Resources)

### 0525. KEY DECISION PARTNERSHIP BI-ANNUAL REPORT APRIL TO SEPTEMBER 2018

The Portfolio Holder for Partnerships and Transformation introduced the report and explained that the report highlighted the success and hard work carried out by the Partnership Team, who had a track record of delivering projects to a high standard.

The Chief Executive's and Partnership Manager presented the report which gave details of key activities that the Partnership Team had been working on between April and September 2018 including an overview of programmes commissioned using Public Health Locality Funding, a snapshot of the Council's Business Growth Fund, progress made through the B@Home Partnership, updates on the Building Resilience Programme and the Grants to Voluntary Organisations Programme.

The report also gave key statistics and trends for the District in respect of employment, business, skills and education. Members welcomed the report and felt that the statistics were a useful resource.

Moved by Councillor M. Dooley and seconded by Councillor B.R. Murray-Carr

**RESOLVED** that the Partnership Bi-Annual Report 2018 be noted.

## EXECUTIVE

**REASON FOR DECISION:** There were no decisions relating to this report, it was presented for information only. The report summarised and highlighted the community impact of publically funded programme active in the District

**OTHER OPTIONS CONSIDERED:** None, the report was for information only

(Chief Executive's and Partnership Manager)

The Chief Executive's and Partnership Manager, Partnership Performance and Sustainability Officer and the Governance Manager left the meeting.

### **0527. KEY DECISION MEDIUM TERM FINANCIAL PLAN – REVISED BUDGETS 2018/19**

The Portfolio Holder for Finance and Resources introduced the report which sought approval of the 2017/18 revised budget for the General Fund Housing Revenue Account and Capital Programme.

The Joint Head of Finance and Resources advised that the revised budget showed that the Net Cost of Services had increased to £10.552m, which was £1.84m above the original budget figure. However, the savings target had been delivered. The Council was waiting to hear what the Government's settlement figure was to be.

Moved by Councillor B. Watson and seconded by Councillor S.W. Fritchley

**RESOLVED** that (1) the revised General Fund budget for 2018/19 as set out in Appendix 1 and detailed in Appendix 2 of the report be approved,

(2) the revised HRA budget for 2018/19 as set out in Appendix 3 of the report be approved,

(3) the revised Capital Programme for 2018/19 as set out within Appendix 4 of the report be approved.

**REASON FOR DECISION:** The purpose of the report was to set revised budgets as early as possible within the financial year to ensure that identified budget savings were realised, that all budget managers were working to the revised budgets and to allow any planned changes to be delivered. The improved position on both the Council's main revenue budgets reflected a combination of favourable circumstances during the year, together with careful budget management and the ongoing polices of progressing the transformation agenda in order to reduce the underlying level of expenditure in line with the ongoing reductions in the level of government grant. The savings achieved would be used to support service delivery to residents and tenants in future financial years.

## EXECUTIVE

### OTHER OPTIONS CONSIDERED:

#### (1) General Fund and HRA

The anticipated surplus on the Council's two main revenue accounts would result in an increase in financial reserves at the year-end which were available to protect services at a time of declining central government support. How these additional resources are utilised would be a decision for Members taken as part of the 2019/20 budget process.

Formatting of this paragraph needs sorting.

#### (2) Capital

There were no alternative options considered with regard to the proposed allocations from the Capital Programme budget as it ensured the Council's assets met health and safety requirements in that they be maintained in a fit for purpose state that ensured they remain fully operational.

(Joint Head of Finance and Resources)

### **0528. THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

Moved by Councillor M.J. Ritchie and seconded by Councillor D. McGregor

**RESOLVED** that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the stated Paragraph 3 of Part 1 of Schedule 12A of the Act and it is not in the public interest for that to be revealed.

### **0529. NON KEY DECISIONS**

There were no exempt Non Key Decisions.

### **0530. KEY DECISION STAFFING REVIEW IN CHIEF EXECUTIVE'S AND PARTNERSHIP TEAM EXEMPT – PARAGRAPH 3**

The Portfolio Holder for Partnership and Transformation introduced the report which sought to review the service provided by the current Chief Executive's and Partnership Team in order for them to become fit for purpose to support the Local Authority's Partnerships and Transformation Programme.

## EXECUTIVE

The Joint Head of Partnership and Transformation noted that the current staff had been informally consulted on the proposals.

Moved by Councillor M. Dooley and seconded by Councillor D. McGregor

**RESOLVED** that (1) the proposals made within the report for staffing changes be approved,

(2) Subject to no substantial changes or issues raised through formal consultation with staff and Trade Unions, and that the cost of the structure following Job Evaluation is within the budget identified in this report, that the CEO, in consultation with the Leader, is requested to exercise his delegated power to implement the resulting structure.

**REASON FOR DECISION:** (1) The recommendations in the report addressed an organisational gap to provide up to date policy information to enable decision making. In addition the proposals would enable the Council to understand the impact on an ever changing landscape as well as effective management of the Council's key transformation priorities ensuring that its actions delivered the organisational aims;

(2) The restructure allowed for the team to be more flexible and added resilience in its approach to providing services and improved job continuity;

(3) Increased learning and sharing of best practice would stretch the current members of staff and will provide positive challenge; and

(4) The changes proposed would give some focus and engage staff in the new approach to delivering transformation and improving even further the way in which the Council works in partnership both internally and externally.

**OTHER OPTIONS CONSIDERED:** The alternative option was to take no action and keep the existing structure, roles and titles. The team would be less resilient, with less capacity and struggle to undertake the new duties.

(Joint Head of Partnerships and Transformation)

**0531. KEY DECISION  
PROVISION OF FACILITIES MANAGEMENT SERVICES  
BOLSOVER DISTRICT COUNCIL  
EXEMPT – PARAGRAPHS 3 AND 5**

The Portfolio Holder for Property and Commercial Services introduced the report which sought approval to extend the existing Facilities Management Services Contract for Council owned buildings for a further six months.

The Strategic Director – Place explained that an unsuccessful joint tender exercise had taken place with North East Derbyshire District Council and the extension of the existing contract would allow time for a Bolsover District Council tender to be prepared.

## EXECUTIVE

Moved by Councillor M.J. Ritchie and seconded by Councillor B. Watson

**RESOLVED** that J Tomlinson's Ltd be appointed to provide Facilities Management Services as outlined within the report for a further interim period of six months to enable a further tender exercise to be carried out.

**REASON FOR DECISION:** Following the approved tender procedure and subsequent evaluation it was recommended that an interim extension of six months be sought to the existing contract in order to allow sufficient time to undertake a re-tender exercise.

**OTHER OPTIONS CONSIDERED:** Consideration was given to letting the contract to J. Tomlinson's Ltd following their tender submission, however because of the lack of competition, uplift and uncertainty of pricing, this option was discounted.

(Strategic Director – Place)

The meeting concluded at 1151 hours.

**Bolsover District Council**

**Executive**

**7<sup>th</sup> January 2019**

**North Derbyshire Construction Skills Pilot**

**Report of the Leader, Cllr Ann Syrett, Portfolio Holder for Overall Policy and Strategic Planning**

This report is public

**Purpose of the Report**

- To request that Bolsover District Council work in partnership with North East Derbyshire District Council, Chesterfield Borough Council and Derbyshire County Council to submit a funding application to the CITB to develop a North Derbyshire Construction Skills Pilot with the aim of addressing local skills shortages.
- To request that North East Derbyshire District Council be the accountable body and lead partner.

**1. *CITB Pathways into Construction Fund***

1.1 On 29<sup>th</sup> October 2018, the Construction Industry Training Board (CITB) announced a call for Expressions of Interest to the £5m Pathways into Construction fund. Bids are invited for funds to help under-represented groups into jobs in construction, and training that leads to jobs in construction. There is a shortage of skilled workers in the construction industry - Appendix 1 shows a summary of the CITB East Midlands Network forecasts of jobs 2017-2021. Migrants have filled the gap in both skilled and unskilled work, but their numbers are likely to drop after Brexit. Employers will need to look for ways to recruit more workers from the following priority groups –

- Young people not in education, training or work
- Long-term unemployed 12m+
- Service Leavers (Army etc.) who left military service at least a year ago
- Women newly into construction
- Full-time learners (studying for construction related diplomas etc.)

1.2 The CITB will consider projects that address one or more of the groups above and will fund up to 70% of the project cost (30% match funding is required, which can be financial/in kind or both). Projects can last up to 3 years but must provide additionality and enhance what is already available resulting in new ways for the priority groups to find employment in the industry. The aim of the fund is to increase the pool of talent within the construction sector and increase jobs and training opportunities, diversity, social mobility, and domestic talent.

SMEs must be involved and the project must be linked to local opportunities. The model that is developed must be able to be scaled up and it must be sustainable in that it can be picked up by construction companies of all sizes.

- 1.3 The CITB have stipulated that schools must also be involved by the promotion of construction jobs and apprenticeships, improving the perception of the construction sector. The funding should also support with the development of technical levels which are the new vocational qualifications which are being introduced from 2020.
- 1.4 The deadline for Expressions of Interest is 7<sup>th</sup> January 2019 and the Full Application deadline is 21<sup>st</sup> January 2019.

### **Stakeholders**

- 1.5 In September 2018, officers from Bolsover District Council met with officers from North East Derbyshire District Council, Chesterfield Borough Council and Derbyshire County Council to discuss the potential for the development of a North Derbyshire Construction Skills Pilot to address construction skills shortages across North Derbyshire. There are significant levels of investment and development in the North Derbyshire area. Appendices 2, 3 and 4 show the developments pipeline for Bolsover, North East Derbyshire and Chesterfield.
- 1.6 Additional meetings have taken place to carry out round table discussions with the following stakeholders to establish interest and willingness to be involved in a Construction Skills Pilot:
  - Keepmoat
  - Kier Construction
  - DWP
  - Chesterfield College
  - Derbyshire County Council Holmewood Construction Unit
  - Chameleon School of Construction
  - Careers and Enterprise Company enterprise adviser
  - Creating Places Derbyshire
- 1.7 There was a genuine interest from stakeholders in developing a Construction Skills Pilot. What was clear from this consultation was that there is a real opportunity for job creation and work placement creation within SMEs.
- 1.8 Providers identified that the main barriers to engagement with SMEs in work experience and apprenticeships are employer's time constraints and the lack of availability of staff to work with trainees and apprentices. Many SMEs also cite issues with insurance plus there are perceived barriers especially when recruiting young people and long term unemployed, eg attitude and motivation.
- 1.9 Employers are not satisfied with learners' employability skills and are critical of how 'work ready' young people and long-term unemployed people are before moving into work. The opportunity to have well planned work experience with an



employer is crucial for new entrants to be able to find out about employer expectations, develop their employability skills and secure employment.

- 1.10 Additional consultation has taken place at the joint Developers Forum in October 2018, asking for feedback on existing and future skills gaps that were being experienced in the construction sector. The summary of the feedback that was received can be seen in Appendix 5.

### ***Development of the North Derbyshire Construction Skills Pilot***

- 1.11 The proposed Construction Skills Pilot will address both SME business needs and work readiness of individuals entering the construction sector. The pilot will also promote careers within the construction industry and support the delivery of Technical Levels. This will be achieved through the following strands of work
- SME construction employer wrap-around support
  - Pre-employment 'work-readiness' training
  - In work support
  - Engagement with schools

Appendix 6 shows the first proposal of the Construction Skills Pilot which is likely to be developed further during ongoing consultation with employers.

- 1.12 The key outcome of the Construction Skills Pilot will be to support residents to move towards, gain and sustain work in the construction sector. The expected wider outcomes of the pilot are:
- Increase in number of SME construction employers offering work experience and/or apprenticeships/jobs
  - Reduction in skills shortages in the construction industry
  - Increase the employment rate for the area
  - Reduction in the number of people on out of work benefits
- 1.13 CITB's report into work readiness found that while construction employers place great importance on work experience – more than any other industry – they are less likely to offer it because of a lack of time, resources or suitable roles. Overall, only 23% of construction employers, compared with an average of 38% across the economy, offered any type of work placement.
- 1.14 On 11<sup>th</sup> October, at the Bolsover and North East Derbyshire Developers Forum consultation, 52% of respondents stated that experience was most likely to increase a candidates chances of being employed by them.
- 1.15 FE providers, DWP colleagues and the CITB's report into work readiness tell us that, when construction employers recruit, they want the 'finished article', someone who can do the job required and match the speed of a time served

trades person, leading to a gap between employer expectations and what a trainee or apprentice is capable of when first entering the workplace.

### ***SME Construction Employer Wrap-around Support***

We are proposing a programme of ‘wrap-around’ support for SME construction businesses who want to take on new recruits or apprentices, or offer work placements, but lack the infrastructure to be able to do so.

- 1.16 Activities will also address the low levels of knowledge and understanding of SME construction businesses in relation to offering work experience placements within the construction industry, and aim to bridge the ‘expectations gap’ employers have in relation to taking on new entrants to the industry. In broad terms, this will consist of:
- Activities that raise the profile of the construction industry and the importance of investing in the development of a domestic workforce
  - Events, training and workshops that address the challenges of SME employers engaging in work experience and apprenticeships
  - Capacity building of SME construction businesses to take on new recruits/apprentices/offer work experience
- Connecting SME construction businesses with work-ready individuals from target groups.

### ***Pre-employment ‘work-readiness’ training***

- 1.17 The approach that is being suggested follows the sector-based work academy model. Sector-based work academies offer pre-employment training, work experience placement, and a guaranteed job interview linked to a genuine vacancy. They are developed in partnership with employers and are designed to help individuals gain relevant skills and work experience required to work in a specific sector.
- 1.18 Officers involved are experienced in the design and development of sector-based work academies, working in partnership with the Department for Work and Pensions and training provider partners to deliver these successfully. Examples include:
- *Tesco Clay Cross*. An eight week programme consisting of open days, employability sessions to develop CVs and prepare for interviews, 1-1 interviews, a five week pre-employment training course to include Tesco induction, work experience to include community projects, a graduation event and a celebration event were all developed which resulted in over 150 long term unemployed residents being employed in the new store.
  - *Sheffield Teaching Hospitals*. 12 week rolling employability programme to prepare non-traditional entrants for specific vacancies within the five hospitals, focussing on health sector related skills development – communication, health,

safety and security, care quality standards, personal development, service improvement; and industry mandated short courses i.e. infection control, equality and diversity, safeguarding. Participants gained qualifications and training recognised by Sheffield Teaching Hospitals and a guaranteed interview for specific vacancies, leading to circa 9 out of 12 participants in each cohort gaining employment.

The learning and best practice taken from the delivery of these schemes will be used to develop an innovative Construction Skills Pre-Employment Training pilot.

### **In work support**

- 1.19 In work support has been determined as one of the strands of work to support both the employer and the new entrant which is intended to address any issues quickly to retain the person in work. This was a successful element that was included in the SCR Ambition Project that supported 18 – 24 year olds into employment.

### **Engagement with schools**

- 1.20 There is an expectation that this pilot will support with the development of Technical levels within the construction sector. Technical Levels are courses, which will be on a par with A-levels and will provide young people with a choice between technical and academic education post 16. These will be developed and led by employers in conjunction with schools and FE Colleges. Construction will be one of the first courses to be taught and this will be from September 2020.
- 1.21 The Careers & Enterprise Company was established in 2015 to help link schools and colleges to employers, in order to increase employer engagement for young people. This supports learning establishments with the achievement of the Gatsby Benchmarks which were introduced via the National Careers Strategy. A national network has now been developed with local Enterprise Advisers working at a local level with schools.
- 1.22 The local Enterprise Advisers have been engaged with as part of the initial consultation and will continue to be involved in the continuous development of the Pilot.

### **Target groups**

- 1.23 Consideration has been given to the priority groups to be targeted. To ensure that the best outcomes are achieved and reduce risks of failing to achieve the outcomes, there has to be a high number of individuals in the groups selected.
- 1.24 Across Bolsover, North East Derbyshire, and Chesterfield there are 206 young people (16-17 year olds) not in education, training or work, of whom 60 are not

available for education, training or work. (Source – Derbyshire County Council - June 2018)

1.25 Appendix 7 shows the numbers of people in the cohorts of

- Long-term unemployed 12m+.
- Full time learners (studying for construction related diplomas etc.)

By working with these two cohorts, then young people not in education, training or work, service leavers and women newly into construction could be indirectly supported into employment.

## **2. Conclusions and Reasons for Recommendation**

2.1 Research demonstrates that there are vacancies within the construction sector both currently and up to 2020.

2.2 There is considerable development taking place within north Derbyshire and initial consultation with employers demonstrates that there is a need for the provision of training to support with life skills, communication, motivation and employability skills to create a pipe line of work-ready individuals to meet future skills needs.

2.3 By working with the two priority groups that have been identified, this will mean that the training and support will be targeted for these groups, specifically developed for the construction sector. The funding that is available will further increase the success rate of the project.

2.4 Research also shows that there is the need for wrap around support for SMEs in the construction sector to encourage them to offer work experience placements and job opportunities for young people.

## **3 Consultation and Equality Impact**

3.1 An initial consultation has already taken place with stakeholders in September and October 2018 and with employers in October 2018.

3.2 Considerably more consultation will need to take place on the development of the Construction Skills Pilot to ensure that the training meets the needs of employers – both the wraparound capacity building service for businesses and the pre-employment training that will be developed for the individuals – and to get buy in from the SME construction companies. Developers with whom the local authorities have an established relationship with and the Federation Small Businesses will be further consulted with to develop the pilot further. Ongoing consultation will take place during the project time to ringfence vacancies, apprenticeships and work experience opportunities to the project.

3.3 Engagement with the Department of Work and Pensions will also be an ongoing process to support the target of getting long term unemployed residents into employment.

- 3.4 Schools will also be engaged with during the project time to support the development of T Levels and promote the construction sector.
- 3.5 Ongoing consultation will take place with training providers, to include Chesterfield College and Derbyshire County Adult Education Centre to ensure that the training that will be delivered will enhance the existing provision and not duplicate what is already in existence.

#### **4 Alternative Options and Reasons for Rejection**

- 4.1 Do nothing which will result in the skills gap not being addressed.
- 4.2 To develop a Construction Skills Pilot without funding which could be possible but will be more challenging to achieve.

### **5 Implications**

#### **5.1 Finance and Risk Implications**

- 5.1.1 £5 million is available nationally. The value of the project is estimated to be £225,700 (see Appendix 9 for breakdown). The first year will be focused on employer engagement, capacity building wraparound support and developing the pre-employment training model. Initial thoughts are that a maximum of 3 cohorts of 12 people will be supported in years 2 and 3 however this initial thinking could change during the first year of the project as it is being developed. Estimated numbers of individuals being supported in 72 in total. An estimated forecast of costs can be seen in Appendix 8
- 5.1.2 30% in kind or financial match (or both) is required and discussions with partners and stakeholders are currently taking place. Initial match has been identified and this can be seen in Appendix 9. The amount of match funding will also impact on the size of the funding being applied for.
- 5.1.3 Payments will be made retrospectively every quarter based on outcomes being achieved. As funding will be paid in arrears, an initial budget of £13,500 will need to be set up to support the recruitment of staff to NEDDC for the first three months of employment. Ongoing discussions are taking place to source additional match.
- 5.1.4 There is a risk that staff who are directly employed by NEDDC could leave midpoint in the project which could result in outcomes not being achieved. Mitigating actions are to recruit again or consider other options, eg agency staff.
- 5.1.5 There is a risk that SME businesses do not engage with the project in the numbers needed to achieve the outcomes. Mitigating actions will include engaging with large developers to access their supply chains and the appointment of a project manager to focus on SME employer engagement in the project. The inclusion of the four local authority areas, Bolsover, North East Derbyshire, Chesterfield and Derbyshire County, will ensure that the critical mass of employers and jobs is there to support achievement of the outcomes.

- 5.1.6 There is a risk that the number of candidates that are anticipated do not come through the pre-employment training. To mitigate this, ongoing discussions and consultation will need to take place with colleagues from the Department of Work and Pensions and the training providers. These organisations will be engaged as key stakeholders in the project early on.
- 5.1.7 There is a risk that the training provided does not meet with the expectations of the employers which could mean that candidates are not recruited. Mitigating actions will include early engagement of employers to influence the development of training that meets their needs. Year one activities will include managing expectations of employers with regards employing new entrants to the sector and the provision of HR and employment related support.
- 5.1.8 Other mitigating action to reduce the risk of project failure and clawback would be to set up NEDDC Governance Structures to manage the project by the use of a Project Control Board structure. Officers have experience of managing successful major projects that run across large geographic areas eg the Ambition Project, the employment support project that supports 18 – 24 year old into employment. A mid term independent evaluation has also been included to ensure that the outcomes are achieved. An initial timetable has been included in Appendix 9.

## **5.2 Legal Implications including Data Protection**

- 5.2.1 If NEDDC were the accountable body to manage the Construction Skills Pilot, systems will need to be put in place to manage personal data that will be required to be stored.
- 5.2.2 A legal contract will be entered into with the CITB and NEDDC legal team will be consulted with at this stage.
- 5.2.3 Service level agreements will need to be developed with partner organisations. NEDDC legal team will be asked to develop these.

## **5.3 Human Resources Implications**

- 5.3.1 NEDDC will recruit two officers: one will have HR experience within the construction sector to provide the wraparound support for SMEs and a Project Officer to co-ordinate the pre-employment training part of the Pilot. The Bolsover and North East Derbyshire District Council Recruitment and Selection Processes will be followed. There will be HR implications when the employment contract is terminated. Costs for early redundancy will be factored into the costings.
- 5.3.2 Officers time from both councils will also be required in the setting up of and the overall management of the project and this time will be included in the in kind match of the funding.

## **6 Recommendations**

- 6.1 That Bolsover District Council work in partnership with North East Derbyshire District Council, Chesterfield Borough Council, and Derbyshire County Council to submit a funding application to the CITB to develop a North Derbyshire Construction Skills Pilot with the aim of addressing local skills shortages.

6.2 That North East Derbyshire District Council be the accountable body and lead partner.

**7 Decision Information**

<p><b>Is the decision a Key Decision?</b>  A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:  <i>BDC: Revenue - £75,000</i> <input type="checkbox"/>  <i>Capital - £150,000</i> <input type="checkbox"/>  <i>NEDDC: Revenue - £100,000</i> <input type="checkbox"/>  <i>Capital - £250,000</i> <input type="checkbox"/>  <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p><b>Is the decision subject to Call-In?</b>  (Only Key Decisions are subject to Call-In)</p>	No
<p><b>Has the relevant Portfolio Holder been informed</b></p>	Yes
<p><b>District Wards Affected</b></p>	All
<p><b>Links to Corporate Plan priorities or Policy Framework</b></p>	All

**8 Document Information**

Appendix No	Title
1	Construction Skills Network forecasts 2017-2021 - East Midlands
2/3/4	NEDDC/BDC/CBC Construction Pipeline
5	Employer feedback following Developers Forum
6	First proposal of the Construction Skills Pilot
7	Potential Target group
8	Approximate Project Costs
9	Potential Sources of Match Funding
10	First draft Project Timescales

**Background Papers** (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)

<b>Report Author</b>	<b>Contact Number</b>
Jane Weston	01246 217205

Report Reference –



## **Construction Skills Network forecasts 2017-2021 - East Midlands**

In the East Midlands, construction output is expected to stagnate between 2017 and 2021, with no growth forecast. Employment in the East Midlands is expected to decline by 0.3% a year in the five years to 2021, compared with growth of 0.6% at the UK level.

- Growth is expected to focus on the public and R&M non-housing sector in the short term, by 2.1%
- Employment is forecast to decline by an annual average of 0.3%
- The East Midlands has an average recruitment requirement of 1,770

### **What does this mean for construction jobs?**

This means that demand for some trades will be higher than others. The jobs most in demand over the next five years, in the East Midlands, are:

- Non-construction professional, technical and IT staff – 320
- Wood trades and interior fit-out staff - 200
- Specialist building operatives - 200
- Other construction process managers – 180
- Painters and decorators - 170

(Source [Construction Skills Network forecasts 2017-2021 - East Midlands \(PDF, 1MB\)](#) February 2017)

## North East Derbyshire District Council developments

Please see page 5

<http://www.ne-derbyshire.gov.uk/index.php/your-council/document-library/local-plan-exam-library/03-supporting-docs-evidence-base/housing/2477-eb-hou8b-2018-five-year-housing-land-supply-statement/file>

### Bolsover District Council developments

Permission reference	Area	Address	Total number of proposed units	2018/19	2019/20	2020/21	2021/22	2022/23	Beyond 2023
	Bolsover	Bolsover North Strategic Site	950	0	30	60	120	90	650
	Bolsover	Land off Langwith Road and Moreacre Lane	463	30	40	40	45	40	268
	Bolsover	Former Courtaulds Factory site	35	15	20	0	0	0	0
	Bolsover	Land between Shuttlewood Road and Oxcroft Lane	227	0	0	0	0	0	227
	Bolsover	Land off Oxcroft Lane	45	0	20	25	0	0	0
	Shirebrook	Land at Brookvale	566	45	24	45	45	45	362
	Shirebrook	Land at Station Road, Langwith Junction	58	20	20	18	0	0	0
	South								
	Normanton	Land to the rear of 1 to 35 Red Lane	50	20	30	0	0	0	0
	South								
	Normanton	Land at Rosewood Lodge Farm, Alfreton Road	145	0	30	30	30	30	25
	South								
	Normanton	Land at Town End Farm, Lees Lane	40	0	0	0	0	0	40
	Clowne	Clown Garden Village Strategic Site	1500	0	0	60	60	80	1300
	Clowne	Land to rear of 169-207 Creswell Road	27	0	0	27	0	0	0
	Clowne	Land west of Homelea and Tamarisk, Mansfield Road	15	15	0	0	0	0	0
	Clowne	Land at High Ash Farm, Mansfield Road	42	21	21	0	0	0	0
	Barlborough	Land north of Chesterfield Road	157	7	30	30	30	30	30
	Creswell	Land at Skinner Street	82	20	36	26	0	0	0
	Creswell	Land south of Creswell Model Village	187	20	20	20	20	20	87
	Pinxton	Land at Croftlands Farm	50	0	0	0	0	25	25
	Tibshelf	Land south of Overmoor View	103	42	44	17	0	0	0
	Tibshelf	Land west of Spa Croft	25	25	0	0	0	0	0

Whitwell	Former Whitwell Colliery Strategic Site	400	0	0	0	0	0	400
Glapwell	Land at Glapwell Nurseries	16	0	0	16	0	0	0
Hodthorpe	Land at Queens Road Allotments	38	0	10	10	10	8	0
Paltrerton	Land between 11 and 19 Back Lane, Paltrerton	11	0	0	5	6	0	0
Pleasley	East of Pleasley Pit, Pit Lane, Pleasley	19	0	9	10	0	0	0
	<b>Totals</b>	<b>5251</b>	<b>280</b>	<b>384</b>	<b>439</b>	<b>366</b>	<b>368</b>	<b>3414</b>
	<b>Over 5 years</b>	<b>1837</b>						

Permission reference	Address	Ha	Use
Sites with planning permission			
	Erin Road (central plot) Seymour (Markham Vale)	4.4	B2/B8
	Erin Road (southern plot) Seymour (Markham Vale)	2.7	B2/B8
	Explore Industrial Park, Explore Way (off A619), Steeley	10.7	B2/B8
	Land west of Farmwell Lane, Castlewood, South Normanton	3.13	B1
	Land between Brickyard Farm and Barlborough Links	3.45	B1/B8
	Land off High Hazels Road, Barlborough	1.17	B1/B8
	Land off Weighbridge Road, Brook Park, Shirebrook	1.07	B1/B8
Local Plan allocations			
	Park View (south), Whaley Thorns	0.58	B2/B8
	Land south of Maisie's Way, South Normanton	1.05	B1
	Wincobank Farm, South Normanton	14	B2/B8
	Clowne Garden Village Strategic Site	20	B1/B2/B8
	Colliery Road, Creswell	0.46	B1/B2/B8
	Former Whitwell Colliery Strategic Site	5.5	B1/B2/B8
	<b>Totals</b>	<b>68.21</b>	

## Chesterfield developments pipeline

Development Name	Planning Ref	Type	Size	Contractor	anticipated start date	Duration
Waterside Basin Square		office	2500sqm	Kier Cons	Jan-19	
		PRS	314 units	Kier Cons	Jan-19	
Waterside Residential		Housing	211	Avant Homes	tbc	
Cranleigh	CHE/18/00396/DOC	Housing	75	Avant Homes	Aug-18	2 years
Erin Road Poolsbrook	CHE/18/00229/FUL	Housing	175	Gleeson	planning committee end August	
Wheeldon Mill	CHE/17/00685/REM	Housing	120	Harron Homes	on site now	3 years
Trinity Court	CHE/18/00432/FUL	Housing	10		planning committee September?	
Cammac	CHE/1500116/OUT	Housing	146	Strata Homes	on site now	at least 3 years
Land to rear 79 Sheffield Rd	CHE/17/00722/OUT	Housing	14	Beauchief Homes	on site now	? 1 more year
Dunston Lane	CHE/17/00734/DOC	Housing	99 (300)	William Davis Ltd	current	4 years
Saltergate MSCP	CHE/18/00136/FUL	Car park		HUBER	Sep-18	6 months
Lidl Chatsworth Road	CHE/18/00447	Food Store				Oct-18
Saltergate - Extra Care	CHE/17/00769/FUL	Care Home	64	McCarthy & Stone	Discussions with adj land owner	
Eastside Close	CHE/17/00569/FUL; CHE/17/00645/FUL; CHE/17/00647/FUL	Car Dealership - Evans Halshaw		?	Planning Committee 6th August 2018	Sep-18
Blue Deer Sheffield Road	CHE/17/00612/FUL	Leisure and office		Blue Deer	amendments to scheme to be submitted	
Duckmanton West	CHE/16/00340/OUT	Housing	400		Viability Assessment	
Mastin Moor Chatsworth	CHE/17/00469/OUT	Housing	650		Viability Assessment	
St Gobain	CHE/17/00644/OUT	Housing	590		Extra highways work being undertaken	
Manor Road Chicken Farm	CHE/18/00436/REM	Housing	26		recent submission	
Manor Road Fields	CHE/18/00532/OUT	Housing	150		resubmission following refusal	

## Consultation from Developers Forum

### *Employer Consultation 11<sup>th</sup> October 2018*

Bolsover District Council Economic Development are working with North East Derbyshire District Council and Chesterfield Borough Council Economic Development teams to understand the potential for a 'North Derbyshire Construction Skills' pilot.

An important part of this work is collecting employer views on future anticipated skills shortages and what they feel are the barriers or issues holding people back from being employed in the industry.

On 11<sup>th</sup> October, a consultation activity was carried out at the Bolsover and North East Derbyshire Developer's Forum. Attendance at the forum is made up of developers, architects, construction companies, surveyors and local authority officers from Planning, Housing and Economic development.

Attendees were asked to complete a short questionnaire related to skills shortages. The questions were open ended, resulting in a range of qualitative responses although it has been possible to extract some quantitative results.

21 questionnaires completed in total

- 6 responded that they anticipated future skills shortages for trade positions (28%)
- 4 responded that they anticipated future skills shortages for technical positions (19%)
- 7 responded that they anticipated future skills shortages for both trade and technical positions (33%)
- 4 did not specify (19%)

#### *Question 1.*

*What do you anticipate future skills shortages to be for:*

*Trade positions*

*Technical professional positions*

Of the 21 questionnaires completed, 17 respondents completed this question.

#### *Trade positions*

- Traditional skills – stone masonry etc.
- Multi-skilled operatives
- Following Brexit and potential loss of European workers all hands on construction trades – brick layers, carpenters, plumbers etc.
- The UK construction industry has always struggled with competent 'wet' trade operatives and I think these are not seen as exciting careers choices
- Brick layers; All trades really
- There remains a skill shortage in certain trades, specifically relating to unique/property build types in our location and a lack of knowledge of this from younger operatives due to limited site experience
- All areas construction, particularly brick layers

#### *a) Technical professional positions*

- Need properly skilled technical individuals to fill skilled positions in the workplace
- There exists a national skills shortage. The most common line of entry is via a degree. We would like to see that there is more apprenticeships and degree apprenticeships in our sector (town planning consultancy) and better representation of accredited degrees across the region (E.Mids)
- Logistics – engineers/skilled jobs for automation
- Within our district you can struggle to employ specialist/technical roles due to location
- Engineering jobs

*Where the respondent indicated that they anticipated the skills shortages to be for both a) Trade positions; and b) Technical positions the comments were:*

- Both are required, trade positions staff are nearing retirement age and are not being replaced at the same rate; and technical positions, there is a real lack of supply to fill vacancies across technical, commercial, design etc.
- Both for our area (surveyor) lack of people coming forwards with appropriate experience in industry or knowledge. Work experience is a key area lacking
- a) Joiners, plumbers, carpenters, brick layers; b) surveyors, architects
- Surveyors – project managers; Valuation/development; Construction industry trades

#### *Question 2.*

*For each of the groups below, what would increase candidates' chances of being employed by you:*

- a) School Leaver*
- b) College Leaver (i.e. Level 2 or 3 in construction)*
- c) Higher level / Graduate (HND / Degree)*

Of the 21 questionnaires completed, 19 respondents completed this question. It was clear from the responses that not all respondents understood the question and so the comments vary.

#### *a) School Leaver*

- Unlikely to employ
- Better understanding of work competencies
- Knowledge of planning system and work experience in relevant place; good level of written and spoken English
- Relevant experience and willingness to undertake qualifications
- Communication skills / enthusiasm

#### *b) College Leaver (i.e. Level 2 or 3 in construction)*

- I would want some maturity and skill level that would be delivered by a college learner
- Unlikely to employ
- Better understanding of work competencies and properly qualified individuals
- Dedication, qualifications
- In-house experience is essential
- Relevant experience and willingness to undertake qualifications

#### *c) Higher level / Graduate (HND / Degree)*

- Peripheral skills – communication / spelling and punctuation / aptitude to learn
- Better understanding of work competencies and to be work ready and properly qualified
- Work experience – uni course too theoretical and not practical enough
- Experience
- Graduates need to be RICS accredited for role in order to be supported by us through APC to become chartered surveyor
- Dedication, qualifications
- Ability to use CAD system (Revit Architecture), good literacy skills, working knowledge of current building regulations and architectural design services
- In-house experience is essential
- Experience

### *All candidates / undefined:*

- Strong Maths; Strong English (verbal and written)
- We employ a range of people; all of the above fit with our business equally
- We are developers therefore we require a certain level of qualification to allow to become RICS approved surveyor
- Communication skills – I find many interviewees have the knowledge but struggle to communicate
- Basic professionalism
- There should be more representation nationally for apprenticeships / degree apprenticeships in town planning but to a similar degree the wider construction industry
- Work experience for all three
- Comprehensive work experience of office and on-site
- College leavers and higher level graduates, but prepared to support these levels to get the qualifications they need

### *Common themes:*

- Experience is mentioned 11 times (52%). This was in relation to both skills shortages – i.e. not enough candidates coming forward with appropriate experience to fill vacancies; and to what would increase candidates chances of being employed by them – i.e. having appropriate work experience / site experience.
- Qualifications / qualified is mentioned 6 times (28%). These were all recorded under question 2, stating that being 'qualified' would increase candidates chances of being employed by them. In some cases, respondents mention industry specific training but, more commonly, respondents said that a 'willingness' of candidates to undertake qualifications was important.
- Communication / English is mentioned 6 times (28%). These were all recorded under question 2 and included both written and verbal communication / use of English. Respondents felt that a good level or 'strong' communication and English skills were important for increasing candidates chance of being employed by them.
- Personal attributes (i.e. dedication; willingness to learn; professionalism; aptitude) are mentioned 6 times (28%) in relation to increasing candidates chances of being of employed by the respondents.
- In relation to trade skills shortages, all areas / all trades is mentioned 4 times (19%) and brick layers are mentioned 4 times (19%). In relation to technical skills shortages, Surveyors are mentioned twice (10%). However, it should be noted that the employers who mentioned these roles were Surveyors. The remaining respondents reference architects, designers, engineers, automation and generically 'skilled' or 'technical' roles.



## *North Derbyshire Construction Skills Pilot*

### **Stage 1 - Employer Engagement**

- SME employer engagement - myth busting and capacity building
- PET Consultation & Design
- Commitment to work-related skills activity & jobs

### **Stage 2a - Promoting the Construction Skills Pilot**

- Engagement with DWP; DFE Providers; LEP Employability & Skills Providers
- Engagement with schools
- Referral, recruitment & selection

### **Stage 2b - Raising Aspirations**

- Delivery in schools
- Supporting achievement of Gatsby Benchmarks - construction related careers advice/apprenticeships/T Levels

### **Stage 3 - Pre-employment Training**

- Delivery of pre-employment training (developed with employers)
- Decision point (halfway through) by employers - work ready?
- Decision point (towards end) by employers - work ready?

### **Stage 4 - Progression**

- Connecting employers with work-ready candidates
- Construction related progression - job; apprenticeship; FE/HE
- In work support

## Construction Skills Pilot – Potential Target Group

Chesterfield, Bolsover & North East Derbyshire		Potential numbers
DWP Out of Work Benefits Claimant Count – Nomis, Oct 18 (Experimental Statistics)**	3,615	904*
Learners on Construction Courses (Chesterfield College & Chameleon School of Construction, 2017/18 to date)	879	879
Size of potential target group		1,783

\* Assumes 25% may be interested in construction related careers

\*\* Out-Of-Work Benefits Claimant Count (Experimental Statistics)

The Claimant Count is the number of people claiming benefit principally for the reason of being unemployed. This is measured by combining the number of people claiming Jobseeker's Allowance (JSA) and National Insurance credits with the number of people receiving Universal Credit principally for the reason of being unemployed. Claimants declare that they are out of work, capable of, available for and actively seeking work during the week in which the claim is made.

The measure of the number of people receiving Universal Credit principally for the reason of being unemployed is still being developed by the Department for Work and Pensions. Consequently this component of the total Claimant Count does not yet correctly reflect the target population of unemployed claimants and is subject to revisions. For this reason the Claimant Count is currently designated as Experimental Statistics.

### **Estimated Project costs**

#### **Estimated 72 individuals to be supported by the project**

#### **Staffing time (NEDDC employed)**

Project Manager role (fte)	£30,000 pa plus 30% on-costs (subject to job evaluation) £40,000 (x 3.5 years) £140,000 (EVR costings to be added)
Project Officer role (0.5 fte)	£10,000 pa plus 30% on-costs (subject to job evaluation) £13,000 (x 3 years) £39,000 (EVR costings to be added)
	<b><u>£179,000</u></b>

#### **Expenses**

Discretionary expenses (transport, etc)	£5,000
CSCS (100 x £57 (to include 28 re-sits))	£5,700
	<b><u>£10,700</u></b>

#### **Training**

Course delivery	£500 per day x 6 days x 6 cohorts = £18,000
Train the Trainer costs for Mentors	10 mentors at £1,000 each - £10,000
	<b><u>28,000</u></b>

**Marketing and publicity (including events) £3,000**

**1 independent evaluation £5,000**

**Estimated project costs £225,700**

**Construction Skills Pilot – Potential Sources of Match Funding \*\***

<b><i>NEDDC 0.2 FTE officer salary in-kind contribution (Year 1, 2 and 3.5)</i></b>	<b><i>£7,680 x 3.5 = £26,880 **</i></b>
<b><i>Bolsover District Council 0.1 FTE officer salary in-kind contribution (Year 1, 2 and 3)</i></b>	<b><i>£4,213.20 x 3 =£12,639.60</i></b>
<b><i>Chesterfield Borough Council 0.1 FTE officer salary in-kind contribution (Year 1, 2 and 3)</i></b>	<b><i>£3,840 x 3 = £11,520 **</i></b>
<b><i>Derbyshire County Council 0.1 FTE officer salary in-kind contribution (Year 1, 2 and 3)</i></b>	<b><i>£3,840 x 3 = £11,520 **</i></b>
<b><i>CBC Skills Action Plan cash</i></b>	<b><i>£2,000</i></b>
<b><i>Total</i></b>	<b><i>£63,440</i></b>
<b><i>Other match being sourced</i></b>	<b><i>£5,000 +</i></b>

***\*\* not confirmed***

### Headline Project Timescales (subject to change during development stage)

December 2018	Expression of Interest submission
January 2019	Full application submission
	Full application decision - CITB
	Due diligence - CITB
February 2019	CITB and NEDDC contractual arrangements
	Project set up
	Governance agreed between local authorities
	Internal governance arrangements – PCB
	Jobs through NEDDC JE process
March 2019 – May 2019	Employer engagement / HR support consultation
	Start to develop - PET
	Providers buy in / commissioning
June 2019 – September 2019	Branding / marketing
	Job secured
	Work experience placements secured
	Providers selected
	Due diligence
	PET developed
	Mentoring developed for construction employers

October 2019 – December 2019 Project promoted  
Jobs secured  
Work experience placements secured.

January 2020 – December 2020 PET delivery  
Jobs secured  
Work experience placements secured  
Individuals into work experience  
Individuals into jobs  
Individuals into sustained jobs

January 2021 – December 2021 PET delivery  
Job secured

2022 Project completion  
Independent valuation  
In work support

**Bolsover District Council**

**Executive**

**7<sup>th</sup> January 2019**

**Safe and Warm Upgrade Scheme  
Queens Court, Creswell**

**Report of Councillor H. Gilmour,**  
**Portfolio Holder for Housing and Community Safety**

This report is public

**Purpose of the Report**

- To seek approval to appoint the contractor Matthews & Tannert Ltd to undertake the Safe and Warm Scheme as detailed, following tender evaluations of 12<sup>th</sup> December 2018 and the recommendation of the procurement team.

**1 Report Details**

- 1.1 As Members will be aware, Housing Services have identified a need to replace and upgrade dilapidated and inefficient communal heating systems which serve selected property groups (i.e. flats & bungalows) located at various sites across the District.
- 1.2 This project concerns the replacement of a communal heating system which currently serves 15 bungalows, a communal room and 1 first floor flat at Queens Court in Creswell.
- 1.3 Presently, heating and hot water is supplied to each dwelling on a communal system provided from a central boiler house located on the site. A gas fired combi-boiler is to be installed within each dwelling providing our tenants with individual control and an improved efficiency for heating and hot water services.
- 1.4 In addition to the heating element, the scope of the Safe and Warm Scheme provides for the inclusion of full wetroom conversions, fire safety and detection improvements and the identification of asbestos material and subsequent removal.
- 1.5 Existing shower areas are to be altered and a full wetroom conversion is to be undertaken to a standard design across all bungalows. This will involve the installation of a new shower, wash hand basin and toilet to substantially improve and standardise the facility of all scheme properties.
- 1.6 To improve the fire safety aspects of the dwelling, the programme includes the installation of new multi-sensor alarm systems and fire-stopping installed throughout. This will follow fire compartmentation surveys which the appointed contractor is to arrange and oversee as part of the project.

## **2 Conclusions and Reasons for Recommendation**

2.1 A tender evaluation session was held on 12<sup>th</sup> December 2018 led by the Council's Procurement Team. One valid tender submission was presented for assessment and scored as per the evaluation criteria on the basis of a 60/40 price versus quality basis.

2.2 The quality criteria for this tender encompassed the four key areas:

- Submitted programme and intended timescales for delivery and completion of the project.
- Working in tenanted / occupied properties.
- Inclusion of two relevant case studies detailing previous works undertaken.
- Details of a dedicated tenant liaison officer/role (TLO provision).

2.3 The tender sum received was £113,745.43 and the price and quality combined scores returned from the evaluation met the specification requirements and evaluation criteria.

2.5 The evaluation group were in unanimous agreement that the tender received from Matthews & Tannert represented a highly competitive submission and scored highly throughout each section of the quality criteria respectively.

## **3 Consultation and Equality Impact**

3.1 There are no equality implications arising directly from this report, however, all works carried out will be required to comply with the Council's policy outlining procedures regarding external contractors working at Council premises.

## **4 Alternative Options and Reasons for Rejection**

4.1 Due to the condition of the existing communal heating system there is potential risk for failure of the boilers. It is not economically viable to replace similar communal boilers and there is further complication due to the deteriorating condition of the existing pipe work infrastructure. The new scheme of individual boilers will provide residents with individual control and an improved efficiency for heating and hot water services.

## **5 Implications**

### **5.1 Finance and Risk Implications**

5.1.1 The investment in an improved efficient heating system for these properties would eliminate the present risk of boiler failure which would incur costly and emergency temporary measures to reinstate services. The upgrade work as outlined would still then be required as outlined due to the deteriorating condition of the existing pipe work infrastructure. The financial risk carried for the duration of this scheme is minimum as the authority will only be paying for specified works upon completion.



## 5.2 Legal Implications including Data Protection

- 5.2.1 The procurement of these works has been undertaken in compliance with Council procurement rules and procedures. Industry standard contract documentation will be prepared for both parties to sign prior to commencement of works.
- 5.2.2 The issue of sensitive data such as names, addresses and contact numbers of council tenants while undertaking this project shall comply in full with Council and data protection policy guidelines.

## 5.3 Human Resources Implications

- 5.3.1 The works will result in no direct HR implications.

## 6 Recommendation

- 6.1 That Matthews & Tannert Ltd are appointed to undertake the works as outlined within this report as per the tender sum of £113,745.43

## 7 Decision Information

<b>Is the decision a Key Decision?</b> A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: <i>BDC:</i> Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input checked="" type="checkbox"/> <i>NEDDC:</i> Revenue - £100,000 <input type="checkbox"/> Capital - £250,000 <input type="checkbox"/> <input checked="" type="checkbox"/> Please indicate which threshold applies	Yes
<b>Is the decision subject to Call-In?</b> (Only Key Decisions are subject to Call-In)	Yes
<b>Has the relevant Portfolio Holder been informed</b>	Yes
<b>District Wards Affected</b>	Elmton & Creswell
<b>Links to Corporate Plan priorities or Policy Framework</b>	All

8 **Document Information**

Appendix No	Title	
1A	Tender Evaluation Scoring Sheet	
<b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)		
N / A		
Report Author		Contact Number
Richard Mooney		ext. 2352

Report Reference –