

**CABINET**

<b>Date of Meeting</b>	15 September 2015
<b>Report Subject</b>	The Development of a Community Benefit Training Academy
<b>Portfolio Holder</b>	Cabinet Member Housing; Cabinet Member Economic Development; Cabinet Member, Education
<b>Report Author</b>	Chief Officer, Community and Enterprise
<b>Type of Report</b>	Strategic

**EXECUTIVE SUMMARY**

This report is to seek Cabinet approval for the creation of a Community Benefit Training Academy (CBTA) as a vehicle to deliver jobs and training opportunities and community initiatives linked to externally procured services.

As part of the Welsh Government procurement policy statement [December 2012], it was encouraged that public sector organisations deliver maximum value for the Welsh pound via the procurement of external goods and services to:

- Develop a stronger economy
- Promote jobs
- Tackle Poverty

Three investment programmes Welsh Housing Quality Standards (WHQS), 21<sup>st</sup> Century Schools and Strategic Housing and Regeneration Programme (SHARP) are expected to spend an estimated £500m over the next 5 years. This provides a great opportunity to maximise the Welsh pound through increasing job and training opportunities and community development initiatives.

Local employment and training agencies including schools and colleges, who engage with 16-24 year olds, the unemployed, not in Education, Employment, or Training (NEETs) and long term unemployed are continually seeking opportunities to engage with those companies with the potential to create local jobs.

As part of the procurement and tendering process for all three programmes, potential contractors are required to confirm their commitment to the Councils community benefit agenda including setting out contractually the number of local jobs, training opportunities and traineeships which will be made available if their tender is successful.

The Academy will be unique in that the Council will establish the arrangement

whereby opportunities such as traineeships and apprenticeships will be directly employed through the Authority enabling a greater control and flexibility around placements and creating the opportunity to positively maximise the Community Benefits agenda and develop a lasting legacy for the Authority and County.

The WHQS programme is currently achieving the targeted recruitment and training outcomes outlined by Welsh Government. The WHQS programme has provided an average of 8 traineeships over all contracts with around 50 local employees per year.

The SHARP programme has the following targets: -

- Work Experience: 30/40 local people to be invited to apply for a 2 week 'Building Futures' accredited programme with a prediction of 20 completers.
- A minimum of 2 graduates in post in higher skilled professions such as surveying or architecture etc.
- A minimum of 6 apprenticeships

The 21<sup>st</sup> Century Schools Programme has already achieved the following outcomes: -

- 8 young people from Maes Hyfryd school took part in an Academy for Retail and Hospitality
- A joint project with Coleg Cambria and Castell Alyn Mold in which 20 placements took part in Girls into Engineering
- 14 students took part in the Academy 2 Construction as part of the new build at Holywell High School gaining qualifications in Health and Safety, Manual Handling, Asbestos Awareness and First Aid

## RECOMMENDATIONS

1. Approve the creation of the Community Benefit and Training Academy (CBTA) to manage the implementation of the community benefit commitments.
2. Approve a new post to manage and administer the function and services of the academy. The lead officer will be supported initially through existing resource in terms of administration and support. These posts will be funded by a contribution from contractors, WHQS, 21<sup>st</sup> Century Schools and SHARP programmes.

## REPORT DETAILS

<b>1.00</b>	<b>EXPLAINING THE DEVELOPMENT OF A COMMUNITY BENEFIT TRAINING ACADEMY</b>
1.01	It is proposed that the Community Benefit Training Academy will provide the support and management of the implementation of the community benefit requirements across all three investment programmes. 'The Academy' will provide one point of contact to those individuals wishing to access the opportunities created as a result of the procured spend. A single point of contact will ensure streamlined and consistent coordination between all relevant parties such as contractors, individual apprentices and trainees, the college and Communities First and alike. In general 'The Academy' will

	<p>focus on three main areas:</p> <ul style="list-style-type: none"> <li>• Managing employment and training activities.</li> <li>• School/ College/ University engagement.</li> <li>• Facilitation and coordination of community development/ initiatives.</li> </ul>
1.02	<p>'The Academy' intends to build on existing established partnerships with local agencies and partners who provide skill building and employability opportunities.</p>
1.03	<p>The community benefit commitments outlined by the contractors throughout the tendering process will be catalogued and implemented in partnership with all agencies.</p>
1.04	<p>It is proposed that 'The Academy' will be the employer for new apprenticeships/ graduates. The full cost of employment and training fees will be invoiced to the contractor in accordance with a pre-arranged cost at placement stage.</p>
1.05	<p>The Academy will be self-sufficient as the funding required for placements and to manage and administer the Academy will be drawn down from the contractors in place for each work programme. Previously contractors have employed and funded placements directly. Through this innovative proposal of an Academy the Council will employ the placements direct and fully recover the costs from the contractors. The benefit of direct employment through the Council means that placements are flexible, individuals can be allocated to different work streams and contractors to gain a wide range of experience and individuals are not affected when certain work programmes end. Direct employment through the Authority also provides an opportunity for individuals to seek internal positions such as within the direct workforce in Housing Asset Management. The service could potentially benefit from employing well skilled individuals as and when opportunities and vacancies arise such as the retirement of current trade's staff.</p>
1.06	<p>For the purpose of the new apprenticeships, 'The Academy' will align with the academic year to ensure enrolment deadlines for apprenticeships are met and are managed effectively.</p>
1.07	<p>In addition to the job creation; community initiatives will also be developed such as funds/ resources towards i.e. refurbishment of community centres; funds towards events; skip days; art walls; community gardens.</p>
1.08	<p>Performance indicators will monitor progress across all three programmes; these figures will increase year on year as more contracts are started. Recruitment and training commitments stated at the tendering process will be used as a benchmark. It is suggested that additionally within 2015/16:</p> <ul style="list-style-type: none"> <li>• Minimum of 5 apprenticeships are started.</li> <li>• Minimum of 10 work experience placements are completed.</li> <li>• 20 traineeships are provided and completed.</li> <li>• 30 local people are employed.</li> </ul>
1.09	<p>The aim over 5 years is to create over 250 local jobs and 40 apprentices.</p> <p>Contractors will report monthly on workforce (jobs and training) and</p>

	<p>community engagement to:</p> <ul style="list-style-type: none"> <li>• Provide information for promotion and showcasing of achievements through local media, social media and partners communication channels will be encouraged to increase positive publicity.</li> <li>• Senior Management Teams</li> <li>• Councillors and Members</li> </ul>
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<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
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2.01	The creation of the Community Benefit and Training Academy will require an operating budget to cover printing/ branding and promotional costs. These costs will be funded by a contribution from contractors, WHQS, 21 <sup>st</sup> Century Schools and SHARP programmes.
2.02	It is suggested through the National Skills Academy Client Based Approach to have an Academy Training Lead to manage and administer the full operating. The lead officer will be supported through existing administrative support and also by the Tenant Liaison Officers within the existing Capital Works team. Resourcing requirements to manage and administer the academy will be monitored throughout the project and reviewed as the academy establishes itself to ensure that adequate resource is in place to fully meet the potential of the proposal. These costs will be funded by a contribution from contractors, WHQS, 21 <sup>st</sup> Century Schools and SHARP programmes.

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
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3.01	Internal stakeholders to be consulted prior to implementation including HR. Key partners such as contractors, Communities First, the college and other relevant agencies will all be consulted and engaged with as part of the Academy launch to ensure full commitment from all to maximise the potential of the proposal.
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<b>4.00</b>	<b>RISK MANAGEMENT</b>
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4.01	The Academy will be self-sufficient as the funding required for placements and to manage and administer the Academy will be drawn down from the contractors in place for each work programme. Previously contractors have employed and funded placements directly. Through this innovative proposal of an Academy the Council will employ the placements direct and fully recover the costs from the contractors. The benefit of direct employment through the Council means that placements are flexible, individuals can be allocated to different work streams and contractors to gain a wide range of experience and individuals are not affected when certain work programmes end. Direct employment through the Authority also provides an opportunity for individuals to seek internal positions such as within the direct workforce in Housing Asset Management. The service could potentially benefit from employing well skilled individuals as and when opportunities and vacancies arise such as the retirement of current trades staff
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4.02	Employees will be appointed on fixed term contracts.
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<b>5.00</b>	<b>APPENDICES</b>
5.01	Appendix 1 - Community Benefit and Training Academy proposal.

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	<p><a href="http://gov.wales/about/cabinet/cabinetstatements/2012/welshprocurement/?lang=en">http://gov.wales/about/cabinet/cabinetstatements/2012/welshprocurement/?lang=en</a></p> <p>Contact Officer: Nik Evans  Job Title: Senior Manager, Council Housing  Telephone: <a href="mailto:nikki.evans@flintshire.gov.uk">nikki.evans@flintshire.gov.uk</a>  Email: 01352 701658</p>

<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
	None