

Employment Skills Plan
(Land south of P15, Finchwood Park)



Introduction

- 1.0 This Employment Skills Plan has been prepared to respond to condition 21 of planning permission 242653.
- 2.0 The target for the development of 48 new homes (5996.5sqm) at land south of P15 is as follows:
- 7 community skills;
 - 4 apprenticeships; and
 - 3 jobs created.
- 3.0 The plan provides the information and detail about how Cala Homes intends to deliver the outcomes set out above. Cala Homes is responsible for delivering the outcomes as agreed.
- 4.0 Cala Homes will seek to recruit candidates for employment opportunities from the Wokingham area and give consideration to those from 'hard to reach' groups who have significant personal barriers to entering employment – e.g. Care leavers or those young people who are not in education, employment or training.
- 5.0 Cala Homes will ensure that its subcontractors are aware of their involvement in supporting the requirements of the Employment and Skills Plan and their role in providing the agreed outcomes. Cala will liaise with sub-contractors to ensure the implementation of the plan and require their supply chain to provide evidence as necessary.
- 6.0 The key contacts and responsibilities for this plan are set out below:

Name	Role	Tel/email	Responsibility
Lewis Anderson	Site manager	Email: lewis.anderson@cala.co.uk	Key contact responsible for communication with WBC Liaising with sub-contractors and to meet the requirements of the ESP Co-ordinate monitoring outcomes Provide evidence to support outcomes
Nicky Phillips	Employment and Skills, WBC	Email nicky.phillips@wokingham.gov.uk	Negotiation and advice regarding the ESP, prior to S106 agreement Support with employment and training/education delivery Monitoring and evaluation
Nicola Hieatt	CITB Engagement Advisor, Berkshire	Tel 07721667109 Email nicola.hieatt@citb.co.uk	Advice to help SME businesses in the supply chain to obtain grants Advice and support for contractors/developers in meeting their ESP commitments

How are the targets going to be achieved?

Community Skills

Within the overall target, one or more of the following categories can be included; Work Experience Placements, Construction Career Activities and/or Funding CSCS card (H & S Awareness) Training.

Cala will use reasonable endeavours to consider / be involved in the following:

- Attendance at a local Jobs Fair (September /October 2026) – Nicky Phillips to liaise with Cala with regards to attendance / participation;
- Women in Construction (March 2027) – Nicky Phillips to liaise with Cala with regards to attendance / participation
- School tours – Cala to liaise with local schools to organise site tours (<https://www.wokingham.gov.uk/schools-and-education/school-admissions/year-admissions-moving-different-school/schools-wokingham>)
- Consider engaging with Bracknell Youth Hub (yeh@bracknell-forest.gov.uk) to provide employer talks / site tours
- Consider work experience for care leavers (Nick Phillips to provide liaison with the correct teams / contacts)
- Consider Connect to Work

Work experience

Candidates may be located on site or office based, placed with site trades people or within roles aligned to construction such as landscaping.

Work experience can be within site office for persons in or out of education (school, further or higher education) ages 16-17 or 18+ out on site. Duration should be a minimum of 5 working days. A longer duration would count as two work experience placements.

The contractor providing the placement will ensure the young person is aware of their supervisor, allocated tasks and location on site; as well as days/ hours at work and office contact details. The supervisor will be responsible for the continued welfare and training of the new entrant throughout his/her time on site.

Construction Careers Activities

Curriculum support activities might include:

- Site tours for students from local schools and colleges to gain experience of the various stages of construction projects;
- Presentations to pupils in schools and colleges from experienced site team members to raise awareness of careers in the construction industry; and
- Attending local careers events, in consultation with Wokingham Borough Council.

Apprenticeship New Starts

This target describes recruitment of traditional apprentices, shared apprentices, specialist apprentices or adult apprentices to the workforce, with the apprentice being recruited either directly by the developer or by an employer in the supply chain.

A new apprenticeship outcome is defined as an individual pursuing a formal apprenticeship framework incorporating either NVQ level 2, 3 or above. New apprenticeships must be working directly on the development site and employed after the start of construction for a proportion of or throughout the duration of the build.

New apprenticeships should be created for local people (people resident in or within easy travelling distance of Wokingham borough). Cala Homes will seek to identify subcontractors at the earliest opportunity who will take on apprentice. All subcontractors have been contacted as part of the tender process to advise them of our obligations with the Employment and Skills Plan. Our commercial team ask for regular updates from the subcontractors.

Subcontractors must be able to ensure that ongoing work for the apprentice will be in the local area for the duration of the apprenticeship unless transport arrangements are agreed. The Construction Skills Broker can support with introductions and discussions with local colleges offering the training provision as well as Job Centre Plus. The CITB Apprenticeship Officer and Co-Train (shared apprenticeships agency) offer additional services that can also provide support for recruiting apprentices.

Evidence: Apprenticeship registration documents detailing full framework, a copy of the college (provider) training agreement and an offer letter from the employer

New Jobs Created

These will be new and sustainable job opportunities, created to work directly on the development site, for a proportion of or throughout the duration of the build. These will include unskilled/unemployed people, as well as graduates and need to be in post a minimum of 6 months.

Evidence: Notification of vacancy, copy of offer of employment/other relevant documentation to confirm the start and finish dates and length of contract. Confirmation that employee is resident within the Wokingham or surrounding area.

Monitoring and Reporting

Progress on the Employment Skills Plan will be reviewed at regular intervals. This is to include an update of the employment skills plan showing the achievements against each of the agreed outcomes accompanied by copies of relevant evidence.

An initial review meeting will be organised.

A schedule of agreed review dates will be set out during the initial review meeting.

If reasonable endeavours are evidenced in conjunction with the detail above then failure to secure the identified employment and training outcomes of this Employment Skills Plan (in whole or part) shall not incur any penalty.