

Employment and Skills Plan

Site: Lister Wilder Ltd – Reading Branch Extension

Landowner/Developer: Lister Wilder Ltd

Planning Application Number: [Insert]

Development

The proposed development involves the extension of Lister Wilder's existing Reading branch. The scheme will deliver workshop, storage, and staff welfare facilities to support growing demand for agricultural, construction and groundcare equipment.

Estimated Start Date: [Insert]

Construction Duration: [Insert]

End Use: Machinery showroom, workshop, parts storage and administrative support facilities.

Employment and Skills Objectives

The key objectives of this ESP are to:

- Maximise local employment opportunities during construction and post-completion.
- Support apprenticeships and traineeships in relevant trades.
- Offer work experience placements and site visits for local schools or colleges.
- Encourage the use of local supply chains and subcontractors.
- Promote long-term job creation through the operational expansion of the branch.

Construction Phase Employment Opportunities

Approximately [Insert] roles will be generated during construction. These will include site labourers, specialist trades, supervisors, and site managers. The appointed contractor will provide labour forecasting to confirm expected job roles and durations. Below is a summary of the employment and skills opportunities:

- Local labour target: 50% of total construction workforce from the Reading area.
- School/College engagement: Work experience opportunities.

- Local procurement: 25% of total spend on subcontractors/suppliers from Berkshire.

Further details are available in appendix 1.

Occupation Phase Employment Opportunities

Once operational, the extension will support approximately 7 new full-time roles across the parts and service, administration, and sales departments.

Opportunities will be prioritised for local residents, including apprentice and trainee placements. Below is a summary of the employment and skills opportunities:

- New roles: The extension will create approximately 7 new permanent roles, including apprenticeships, engineers, parts advisors, and administrative support.
- Training investment: Ongoing technical training for staff in the latest agricultural and groundcare machinery technologies.
- Local recruitment: Lister Wilder will prioritise local candidates for all new positions via local job boards, onsite advertisement and partnerships with local schools and colleges.
- Work experience: Expansion of the company's work experience program with a minimum of 2 work experience student placements annually.

Further details are available in appendix 1.

Contact Details

Developer Contact: [Insert]

Email: [Insert]

Phone: [Insert]

Delivery

Employment and training measures to be delivered during the construction and operational phases include apprenticeships, work placements, curriculum engagement and skills certification. Local recruitment will be prioritised through Jobcentre Plus and partner institutions.

Monitoring

The Employment and Skills Plan will be monitored quarterly. Lister Wilder's HR Manager will be responsible for tracking outcomes and submitting progress

reports to the Local Authority Economic Development team. A final evaluation report will be submitted post-completion.

Conclusion

Lister Wilder Limited is committed to contributing positively to the Reading community through the expansion of its branch. The Employment and Skills Plan demonstrates how this project will generate real benefits for local residents, businesses, and learners, supporting economic growth and skills development in the region.

Appendix 1: Employment and Skills Matrix

Category	Activity	Number of People	Supervision	Dates / Notes
Construction Phase				
Local Workforce	Contractor selection/tendering	50%	Managing Director	[insert]
Local procurement	Specification of contractor requirements for tendering	25%	Managing Director	[insert]
Work experience placement (16–19 years)	School or College work placement	2	HR / Site Manager	[Insert]
Apprentice starts	Technical trade apprentices	1	Contractor	[Insert]
Jobs advertised through local employment vehicles	Vacancies promoted locally	All	Contractor	[Insert]
Construction Skills Certification	All operatives certified	All	Contractor	[Insert]

Scheme (CSCS) cards				
Recruitment through Jobcentre Plus	Advertising	All	Contractor	[Insert]
Pre-employment training	Induction and onboarding	All	Contractor	[Insert]
Occupation Phase				
Work experience placement (16–19 years)	School or College work placement	2	HR / Site Manager	[Insert]
Apprentice starts	Apprenticeships in Parts/Administration/Engineering	2	HR	[Insert]
Jobs advertised through local employment vehicles	Vacancies promoted locally	5-7	HR	[Insert]
Recruitment through Jobcentre Plus	All vacancies promoted on Jobcentre Plus	5-7	Contractor	[Insert]
Training for new staff	Induction and onboarding. Internal and external training programs.	All new starters	HR	[Insert]