

# I SYMMETRY PARK, OXFORD

## CONSTRUCTION PHASE EMPLOYMENT AND SKILLS PLAN

**Location:** Unit 1, Symmetry Park, Oxford

This document has been prepared by Winvic Construction Ltd in relation to Planning Condition 29 (Apprenticeships and Training Opportunities) of Application No. 22/01144F.

### THE PROJECT

The development comprises the design and construction of a pre-let research development and production facility including offices, external site works comprising associated car parking, service yards, drainage, landscaping works and incoming services. The total target area is 394,376 square feet of Gross Internal Area.

Winvic Construction Ltd will be acting as Principal Contractor for the project.

### SOCIAL VALUE STRATEGIC OVERVIEW

Winvic is committed to being a sustainable business by doing things in the right way and leaving a lasting positive, social, environmental and economic legacy as a result of our actions.

Leaving a positive legacy in the communities in which we operate has been part of the Winvic Way ethos since day one and has become inherent in the way we deliver our business. We understand that, as a business, we can play a pivotal role in delivering long term and sustainable value that positively contributes to meeting the economic, environmental and social wellbeing needs of the communities in which we work.

We have four core pillars at the centre of our [Sustainability Strategy](#): People, Innovation, Planet and Community. Each core pillar is supported by a representative group within the business who is challenged with developing initiatives and making progress against clearly defined targets and KPIs. Within the Community pillar, our goals are focused around the delivery of social value through enhancing the economic, social, environmental and cultural wellbeing of the communities in which we work and live.

Winvic is committed to working in partnership with Tritax Symmetry, Cherwell District Council and their partners to identify employment, training, placement, work experience and business opportunities for local companies, schools / colleges and individuals (residents and students) that arise from the development.

Winvic has a proven track record of delivering positive lasting impacts within Oxfordshire and the surrounding areas including delivering Employment and Skills plans within Northamptonshire, Buckinghamshire and Warwickshire delivering to agreed plans at Symmetry Park, Rugby, SEGRO Park, Kettering, and working in collaboration on the Community Investment Plan for SEGRO Logistics Park Northampton which focusses on helping young and disadvantaged people into employment, supporting the growth of local economies and delivering projects that enhance biodiversity and the local environment.

Examples of best practice on these projects include:

- Being part of the Community Liaison Group and a member of the Employment and Skills Forum.
- Supporting a range of community activities including renovating school areas, community larders and community events within local villages.
- Monitoring and reporting on local employment within a 30-mile radius of the site.
- Monitoring local procurement within a 30-mile radius, split into spend with SMEs, larger businesses and VCSEs - as a business Winvic is committed to increasing our support for and spend with VCSEs, we have recently added three new social enterprises to our supply chain.
- As part of our training and educational enhancement activities, engaging with local schools and colleges, supporting both site visits and events in schools, as well as working with intermediary organisations on hosting virtual engagement experiences to reach a larger audience.
- Hosting placement and work experience students on site and working alongside local colleges to promote careers in construction, creating bespoke workshops with our STEAM Ambassadors.

The target timeframe is set out as follows:

Activity	Est Start date	Est End Date
Project	Q2 2024	Q2 2025
Earthworks	Q3 2024	Q3 2024
Groundworks	Q3 2024	Q4 2024
Steel erection	Q4 2024	Q4 2024
Cladding	Q4 2024	Q1 2025
Yard slabs	Q3 2024	Q4 2024
Internal floor slab	Q1 2025	Q2 2025
M&E	Q3 2024	Q2 2025
Internal works	Q4 2024	Q2 2025

## OUR APPROACH

On the Symmetry Park, Oxford project, subject to the requirements, we will work with Tritax Symmetry, local employment partners and our own supply chain to deliver the best possible social value outcomes in line with our plan. We have outlined below proposed activities and initiatives that we could undertake in order to provide meaningful social value outcomes on this project, across the following areas:

1. Identifying Local Employment and Training Opportunities.
2. Maximising Opportunities to Buy Local
3. Identifying Partners in Communities
4. Promoting Green and Sustainable Practices

## 1. IDENTIFYING LOCAL EMPLOYMENT AND TRAINING OPPORTUNITIES

Winvic will endeavour to source directly employed local labour with the correct skill sets and experience where practicable, which includes roles such as cleaners, gateman, security and labourers. Winvic will source local labour predominantly through our supply chain partners, who will employ the majority of the workforce on the project. We will encourage our supply chain to employ locally where new opportunities exist. Where feasible, we will also work with Cherwell District Council and their partners to support available job fairs where vacancies arise to offer opportunities to local residents. **On Symmetry Park, Oxford, Winvic will monitor local employment within a 30-mile radius of the site.**

### Apprenticeships - Supply Chain

Due to the specialist nature and speed of construction we are required to select subcontractors from across the UK. In some instances, there may be only two or three companies capable of delivering a project of this scale within the required timescales. There are a number of trades that also require specialist skills, technical training and H&S qualifications. Again, these trades are onsite for a relatively short period of time, making it difficult to offer apprenticeship placements. Therefore, apprenticeship placements can only be offered by way of our supply chain partners if trades are carried out on the site for sufficiently long durations and if any travel is logistically feasible by the apprentice. Apprenticeships will be aligned to the course intake, many of which will start in September 2024. However, where feasible some trades take intake throughout the year and we will look at what is best suited. Work experience can be offered on site as a way to support people during the period prior to an apprenticeship starting. On the Symmetry Park, Oxford project, we will engage with a **council nominated shared apprenticeship scheme to offer where practicable 2 apprenticeship / paid work experience placements on the project** for students studying a construction related course in the local area. Priority will be given to people residing in Oxfordshire, however we will make this opportunity available to incorporate surrounding areas such as Milton Keynes, Aylesbury, Northamptonshire. We note that The Apprenticeship & Training Company Limited referenced in the Supplementary Planning Document has dissolved. We would work with the CITB to identify any partners that deliver shared apprenticeship schemes in Oxfordshire.

Subcontractors will be encouraged to employ local apprentices or pre-apprentices wherever possible, but some may already have existing apprentices that will continue training on this project. We would work with partner organisations to explore opportunities for local residents / young people to try roles and gain work experience on this project. We will work with local colleges and youth community organisations to advertise apprenticeships to residents / young people when these arise, as well as attending fairs to both recruit and offer guidance to young people to help them understand apprenticeship pathways and how to best seek and apply for an apprenticeship for a variety of roles within the construction sector.

In addition to the shared apprenticeship scheme, between Winvic and our supply chain, we will endeavour to provide **support for a minimum of 2 apprentices on the project (which may also include existing apprentices upskilling on the project)**. We will also encourage our supply chain to utilise existing apprentices on this project that may be working in their office or site locations to upskill and continue training linked to Symmetry Park, Oxford.

**We note that that the previously employed contractor committed to offering 6 apprentices (both direct and through their supply chain) as part of their Employment and Skills plan, which included existing apprentices outside of Oxfordshire. Winvic is committing to having a total of 4 apprentices on the Symmetry Park, Oxford project. This is proportionate to the works onsite, the enhanced supervision required for any apprentices working on the project and the timing and**

programme duration (not aligning with the academic year). We are committed to benefitting the local area, where we will be creating 2 new local apprenticeship opportunities through a shared apprenticeship scheme for Oxfordshire residents and surrounding areas, which will provide a larger positive local impact on this project.

### **Education and Training at Winvic**

As a wider offering, Winvic advertises [apprenticeship opportunities](#) nationally to welcome applications from people across the UK, these will be advertised within the Northamptonshire area through employment partners and the already established Employment and Skills Forum. We also look to take on Year in Industry (YII) students and Graduates, nationally, recruitment for our next cohort of YII students will take place in October.

Winvic is proud to currently have 60 young people in further education. We currently have 10 'Year in Industry' placement scheme students (1 attending Sheffield Hallam University, 7 attending Nottingham Trent University, 2 attending Loughborough University) studying Construction Management, Civil Engineering and Quantity Surveying and Commercial Management. We recruit for these placements in October each year and welcome applications from students and graduates, nationally.

Winvic has an established apprenticeship programme, 'The Winvic Apprenticeship Academy' and we are currently supporting 50 apprentices at various stages of their qualifications. Our apprenticeship programmes range from 18 months to 6 years depending upon the qualification.

The lead person within Winvic dealing with recruitment of trainees and management of work placements is the company's Head of HR & Training supported by the Operations/Project Manager.

### **Construction Curriculum Enhancement Activities**

Winvic is keen to support local schools throughout Key Stage 1 to Key Stage 4 and colleges, where existing relationships have already been created in Oxfordshire due to our partnership with [Career Ready](#), a social mobility charity delivering a structured programme of mentoring, masterclasses, and workplace visits for young people from under-represented backgrounds. We will also be making contact as part of the Considerate Constructors Scheme (CCS) to facilitate school/college visits during the construction phase of the project, as we are keen to showcase the construction industry and develop sustainable career prospects. Local schools that we will make contact with include [Whitelands Academy](#), [The Bicester School](#), [The Cooper School](#) and [Heyford Park School](#).

We are keen to work with a range of local educational establishments where we will link in with the Careers and Enterprise Company to offer educational engagement activities to their network of schools including site visits. We will also make contact with [Banbury and Bicester College](#) to facilitate site visits and workshops for their [Foundation:Construction Pathway](#) students to expose them to the range of roles that are available in the sector and also see how we can support their online courses such as [HNC Construction Management](#) and [HNC Modern Methods of construction which align with Winvic direct career pathways](#). When the appropriate supply chain trades are on site, we could also provide [Abingdon and Witney college](#) and [ACE Training](#) with a site visit for their trade students.

Winvic is committed to actively promoting positive role models and the range of careers and opportunities available within the construction sector. As part of this, to broaden the talent pipeline, Winvic, has a pool of STEM Ambassadors to help influence and inspire young people across Oxfordshire and the surrounding counties to pursue interests and careers in construction.

We regularly undertake STEM activities with primary, secondary and further education establishments, including insights into the construction industry, supporting careers fairs, and undertaking practical STEM activities to showcase construction and supporting mock interviews. The STEM portal can also be utilised to target local schools, where we would work with local partners to identify those schools that are most in need. Site visits, workshops and assemblies, can also be supported to provide awareness of careers within the construction industry and the different pathways.

Winvic has a library of purpose built careers sessions and events ranging from [Nursery level](#) to [University students](#). We work with education providers to link in with their already established career focus, or support being highlighting our offerings. Some of the key focuses that we will bring to local education providers are:

- Supporting students with understanding of the breadth of roles and opportunities available within construction and the skills sets needed within these
- Engaging careers events, including [Winvic BIM](#) and VR/CAD stand and “Roles of the Future” within the construction sector
- Explaining about our [sustainability and innovation ideas](#) to support the evolving Built Environment Sector
- Upskilling college staff by inviting them to structured CPD site visits to speak to Winvic and our supply chain, keeping up-to-date with the modern methods of construction and skills needed for set job roles to support their learners
- “When I grow up” Primary school resource book to support with construction career understanding from a young age (4-8 years)

Once the construction of the building begins, the logistics sector can also be promoted, where we could link in with the developer and occupier to promote the whole construction lifecycle including end user requirements as well as showcasing any potential fit out, if permitted.

Virtual work experience can also be delivered to students aged 14-19, through intermediary organisation Speakers for Schools, working with partners to target the local area. These virtual sessions can be tailored to the needs of students at local schools/colleges. Winvic will consult with and liaise with local Careers Hubs, local colleges, universities and any other local educational services. We will work collaboratively with the [South East Midlands Careers Hub](#), [CITB \(Construction Industry Training Board\)](#), [OxLEP](#) and local partners to ensure students from within the local area are targeted. [Where an existing steering group exists, Winvic is happy to attend an initial meeting to discuss ways of working going forward including opportunities for site visits and curriculum engagement activity.](#)

[The previous contractor proposed having an on-site training facility. Winvic's site office accommodation includes adequate size facilities that can be used as a dedicated space to host site visits etc as part of college training. Tritax's onsite management suite could also be utilised on a prearranged basis.](#)

[Winvic will undertake a minimum of 2 curriculum engagement activities per academic year.](#)

## **Work Experience and Enrichment**

Work experience opportunities will be offered as and when specific trade works are taking place on site and suitable candidates are available. Specific details of the placements and dates will be agreed with appropriate training officer/ body/ college, such as Civil Engineering students, Site Management etc once the construction activity programme is known.

Winvic has 2 T-level ambassadors and we support **T-level placements**. For this project, we could link into the ambassador network to offer placements on the project to local T-level students, where practicable.

Winvic has recently launched an [Enrichment Programme](#), to support young people into work and to help them become work ready. A typical programme includes a site tour, an overview of contractor, subcontractor and developer roles and health and safety awareness training, and teaches CV writing, interview and presentation techniques. The first programme was tailored to meet the needs of 16 BTEC Engineering students from **Northampton College** who were in their first and second years of study, where we have completed a second programme with them in Autumn 2023. Sessions included hands-on setting out equipment training, a practical lesson on understanding the concrete mix and a demonstration of concrete slabs being poured inside an industrial warehouse with members of the supply chain. A number of Winvic's subcontractors were involved to help get the students work ready across a variety of the planned programmes, including a demonstration of earthworks plant and machinery used onsite and the evolving use of technology.

**On Symmetry Park, Oxford, Winvic will provide a minimum of 2 weeks work experience on the project for students under 18.**

### **Upskilling**

Winvic understands the importance of training and upskilling not just of our own staff but that of our subcontractors. [Continuing Professional Development](#), perfecting existing knowledge and getting new skills bolsters the resilience and diversification of our entire workforce, making us better at responding to a changing economic landscape.

We will continue to provide our supply chain on guidance where they can obtain information on upskilling for example green skills.

## **2. MAXIMISING OPPORTUNITIES TO BUY LOCAL**

Due to the specialist nature and speed of construction, there will be certain packages that we are required to select subcontractors across the UK with a proven track record and capacity to deliver the programme. In some instances, there may be only two or three companies capable of delivering a project of this scale within the required timescales. Specialist trades that fall into this category include:

- Earthworks
- Geotechnical monitoring
- Drainage
- Bituminous surfacing
- Street lighting
- External concrete slab
- Structural steel
- Cladding
- Roofing
- Windows / Glazing
- Pre-cast concrete
- Warehouse floors

However, materials used by some of these trades, for example concrete and aggregates, will be sourced from within the local area subject to availability and commercially acceptable terms.



There are a number of other trades that also require specialist skills, technical training and H&S qualifications. Again, these trades are onsite for a relatively short period of time, but potentially labour levels may be supplemented from the locality.

These trades include:

- Mechanical and Electrical
- Partitioning and Dry lining
- Carpentry
- Groundworks

There is the potential for materials and supplementary labour used by these trades to be sourced within the local area subject to availability and commercially acceptable terms.

In addition, there will be a proportion of labour that will stay in hotels and use amenities within in the local area throughout the project, further contributing to the local economy.

Although there are specialist trades onsite, opportunities will be made available to local businesses to tender for the packages, who will need to meet the Q25 pre-qualification process. As well as these specialist trades there are a number of tertiary operations required to run a project of this scale that will be supplemented from the locality by encouraging 'local start ups' in areas such as catering facilities. During the project, we will also continue to **support Nuneaton Signs**, who are a social enterprise which employ people with disabilities and cover Oxfordshire, as part of our commitment to supporting VCSEs as well as exploring any additional Social Enterprises that could be used i.e. for waste and wood recycling. Within the community pillar of our Sustainability Strategy, we are committed to supporting VCSEs and increasing our spend in this area.

The local economy has the potential to benefit from this project. To measure the positive socio-economic impact, we will **monitor our local spend within a 30-mile radius**.

### **3. IDENTIFYING PARTNERS IN COMMUNITIES**

#### **Neighbours**

Winvic will engage with neighbours and provide a Community Noticeboard which will showcase a regular newsletter, including project progress and upcoming construction works, good news stories and a way to contact us. There will be an opportunity to receive feedback (compliments or complaints) from neighbours; and provide them with the opportunity to interact and communicate any questions or concerns they may have.

#### **Charities**

Winvic currently works with a number of charities based within the areas we work and we actively encourage our site teams to be involved in a variety of ways from fundraising, community projects support, volunteering and organising or supporting events. One of our key community focuses, especially during difficult times such as the current cost of living crisis, is to support local foodbanks closest to our sites. **Winvic and our supply chain will support a minimum of 1 community project. In addition, we will support 1 annual campaign i.e. foodbank, homeless shelters etc.**

#### **Local Needs**

Winvic's dedicated Social Value Team will work with Tritax Symmetry and the community partners to help build stronger and more resilient neighbourhoods and make a positive lasting impact to the surrounding areas.

#### **4. PROMOTING GREEN AND SUSTAINABLE PRACTICES**

Winvic seeks to procure products and services in a responsible manner. We have developed a Sustainable Procurement Framework outlining how together with the commitment of our supply chain, we can develop a more sustainable future within construction.

This framework applies to all procurement activities undertaken by or on behalf of Winvic Construction and our supply chain partners, including designers and consultants.

Through the framework we secure a commitment from our supply chain to:

- engage in discussions focused on innovation and sustainability
- benchmarking their current position against our 6 Sustainability Goals with an aim for future improvement

#### **MONITORING AND REPORTING**

Winvic will allocate a member from our dedicated in-house Social Value team to work closely with our project delivery and procurement teams, and our supply chain to embed, measure, report and deliver on the agreed measures and initiatives. Winvic will provide monthly ESG reporting outlining the Social Value activities delivered on this project as part of the reporting already in place on Tritax Symmetry projects that Winvic are currently constructing. Winvic will also provide a monthly update in the Q50 contractor's report.

Reporting to include:

1. Total amount £ spent in local supply chain (within 30 miles and within Oxfordshire)
2. No. of employees hired or retained from within Oxfordshire working on the project.
3. Total amount £ spent with Oxfordshire Social Enterprise Companies
4. No. of staff hours spent on local school and college visits (includes preparation and travel)
5. No of weeks of apprentices working on the project.
6. No of weeks of training opportunities (BTEC, NVQ, HNC training)
7. No of meaningful work placements (min. 5 days)
8. Value of donation to social enterprises/charities
9. No of staff hours to support community projects including supporting charities, VCSEs etc.
10. Value of donations to other employment, training, skills and education projects (Schools, further education colleges, adult learning)

To enable accurate reporting across Oxfordshire, postcodes for Oxfordshire to be provided by Cherwell District Council.

Winvic will carry out data collection using our biometric access system on site which will be able to provide information on workforce location and training information. We will also collate case studies and good news stories on the social value and the positive impact Winvic will have working within the local area. Winvic is happy to supply this information and will ensure it complies with all current data protection legislation.