

Summary of the Client-Based Approach to developing and implementing an Employment and Skills Strategy on construction projects

Client and Local Authority Guidance

The National Skills Academy for Construction Client-Based Approach provides a toolkit to deliver employment, apprenticeships and training for public sector clients through their construction projects, planning policy and development control. It provides model documentation, benchmarks, case studies and practical commentary. Based on successful National Skills Academy for Construction projects, the guidance includes all necessary components to deliver apprenticeships, employment and training opportunities on any type and size of construction project.



The 14 employment and skills areas include:

- Work experience
- Curriculum support activities
- Graduates
- Apprentices
- Subcontract Training Plans
- NVQs
- Employment
- Supervisor training
- Leadership training
- Advanced health and safety

The guidance supports the client/local authority team and its procurement/legal departments through:

- **Creating an Employment and Skills Strategy** (with a workbook of necessary components);
- **Inclusion of employment and skills requirements in an EU-compliant procurement process**, with advice and template tender clauses;
- **Incorporation of requirements in planning policy and development control**, including advice and template Section 106 Agreement clauses;
- **Drafting contract provisions** with template clauses for use with JCT, NEC3 and PPC2000 Building Contracts and in bespoke Framework Agreements and Project Contracts.

The guidance also includes benchmarks to provide clients with confidence that their employment and skills requirements are both proportionate and achievable. They are set against a variety of contract value bands across the following project types:

Construction

- Residential
- Retail, sports, leisure, and entertainment
- Highways and roads
- Infrastructure (excluding highways)
- Factories and warehouses
- Education - schools, universities
- Health - hospitals, clinics
- Offices and commercial
- Regeneration
- Refurbishment / Decent Homes
- Water supply and waste disposal
- Off-site structures

Repairs and maintenance

- Housing
- Non-housing
- Highways – structural, maintenance, routine cyclical and routine structures

Guidance and advice

The guidance is supported by advice available from its authors, CITB-ConstructionSkills, Trowers & Hamblins LLP including development and implementation workshops and customising the generic legal documents to suit particular project conditions.

Similar guides have been created for use by Central Government clients and for contractors and developers.

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