

Proposal and Reporting Template
Local Labour Construction

Your proposal:
1. Please add planning reference and/or scheme name; expected start and end date construction; expected start date of main recruitment (if any); estimated value of scheme in nearest £M.
2. For sections 1 - 3 please complete column "Total Indicative Target" and a 6-monthly profile. Do the same for activities you want to undertake under sections 4 - 5 + if known add organisation(s) details in section 6.
3. An authorised person then needs to sign and date the form at the bottom.
If you would like to discuss your proposal including any support available please email
workandskillsadmin@manchester.gov.uk.

Reporting:

1. You can also use this form to send us reports - 6 monthly unless otherwise agreed. Your final report must also be sent to the Planning Team to discharge the local labour condition.
2. Provide the cumulative actual achieved after each 6-monthly period (Q1&2 = April-Sept; Q3&4 = Oct-March). In case of under/over achievement please update the forward profile accordingly.
3. Please use section 6 to:
- Name schools/universities/community organisations you supported in sections 4 and 5
- Tell us about any good news stories you want us to share with others.
4. An authorised person then needs to sign and date the form at the bottom.

Planning reference / scheme name: Proposal from:	Expected start date	Yr 1 Quarter 1&2 (Apr to Sept)	Yr 1 Quarter 3&4 (Oct to Mar)	Expected end date	Yr 2 Quarter 1&2 (Apr to Sept)	Yr 2 Quarter 3&4 (Oct to Mar)	Yr 3 Quarter 1&2 (Apr to Sept)	Yr 3 Quarter 3&4 (Oct to Mar)	Expected start date of main recruitment (mm/yy)	Yr 4 Quarter 1&2 (Apr to Sept)	Yr 4 Quarter 3&4 (Oct to Mar)	Est construction value of scheme (nearest £M)	Target achieved?
1. WORKFORCE	Total Indicative Target												
1. Total number of people will be / were working on the development (incl those working for subcontractors/suppliers)	100+	20-30	40-50	30-40	06/20	01/21	-	-	-	£4m	£10m		
2. Of that total, how many will be / were City of Manchester residents (see map in Annex 1 of guidance note)	30	15-20	30-40	20-30	06/20	01/21	-	-	-				
3. Of that total, how many will be / were newly created jobs	4-6	4-6	4-6	4-6	4-6	4-6	-	-	-				
4. Of those newly created jobs, how many will be / were taken up by City of Manchester residents	4-6	4-6	4-6	4-6	4-6	4-6	-	-	-				
2. APPRENTICESHIPS	Total Indicative Target												
5. Total number of apprentices will be / were working on the development (incl those working for subcontractors/suppliers)	n/a	n/a	n/a	n/a									Target achieved?
6. Total number of weeks these apprentices will be / were working on the development	30				30 weeks	Plus →				-	-		
7. Of the total number of apprentices, how many will be / were City of Manchester residents (see map in Annex 1 of guidance note)	5	-	2	3			-	-	-	-	-		
8. Of the total number of apprentices how many will be / were expected to be new roles	1	-	1	-			-	-	-	-	-		
9. Total number of weeks these new apprentices will be / were working on the development	30				30 weeks	Plus →							
10. Of these new apprenticeship roles, how many will be / were taken up by City of Manchester residents	3	-	1	2			-	-	-	-	-		
3. SUB CONTRACTORS AND SUPPLIERS	Total Indicative Target												Target achieved?
11. Total number of sub-contractors/suppliers will be / were working on the development (on / off site)	14	3	4-6	6-8	6-8	6-8	6-8	6-8		-	-		
12. Of that total, how many will be / were from the City of Manchester	5	1	3	3			-	-	-	-	-		
13. Number of Meet The Buyer events will be / were held	1	1	-	-			-	-	-	-	-		
4. LEARNING AND EMPLOYABILITY WITH CITY OF MANCHESTER SCHOOLS AND JOB SEEKERS	Total Indicative Target												Target achieved?
14. Number of careers activities that will be/were held in City of Manchester schools (e.g. career/sector talks; cv writing support; mock interviews; reading/numeracy support)	2	1	-	-			-	-	-	-	-		
15. Number of careers activities will be / were held on site or office (e.g. career / sector talks, site tours) for City of Manchester schools	1	-	1	-			-	-	-	-	-		
16. Number of work experience/placements for under 18s City of Manchester residents will be / were offered	2	-	-	1			-	-	-	-	-		
17. Number of sector insight talks / events / company visits will be / were held for teaching staff of City of Manchester schools	1	-	1	-			-	-	-	-	-		
18. Number of strategic relationships will be / were developed with a City of Manchester secondary school to help improve curriculum and careers education and advice	1	-	1	-			-	-	-	-	-		
19. Number of student projects will be / were held with City of Manchester FE College and Universities	1	-	-	1			-	-	-	-	-		
20. Number of work experience / placements will be / were offered to over 18s City of Manchester residents	1	1	-	-			-	-	-	-	-		
21. Number of volunteer opportunities for City of Manchester job seekers will be / were offered	2	1	-	-			-	-	-	-	-		
22. Number of work trials for City of Manchester job seekers will be / were offered	1	1	-	-			-	-	-	-	-		
5. WORKING WITH THE COMMUNITY ORGANISATIONS IN THE CITY OF MANCHESTER	Total Indicative Target												Target achieved?
23. Number of community projects will be / were delivered that had skills and employability outcomes for residents	0												6
24. Number of other community projects will be / were delivered	0												
6. DETAILS OF SCHOOLS AND COMMUNITY ORGANISATIONS & CELEBRATING SUCCESS Please name the individual named schools/universities and community organisations supported under 4 and 5 above. We also want to hear your good news stories so if you have something to shout about tell us here!!													

Name of authorised person

Position in organisation

Date

(E)Signature