

Leicester BSF

Employment, Training & Investment



Q1 Report

Jan-April 2014



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Executive Summary

In partnership with LMEC and LCC, Miller Construction created a Leicester BSF Toolkit which has allowed us to capture 2014 activities and associated information.

Our objectives are:

- To define, plan and schedule a corporate responsibility programme for our projects
- To tailor our corporate responsibility approach to meet our client and stakeholder needs
- To streamline our corporate responsibility approach to in order to maximise benefits
- To allow for centralised data and evidence collection of our corporate responsibility activity
- To increase awareness of the commitment to corporate responsibility of all the project partners
- Produce a quarterly report.

This report captures essential data on the Leicester BSF schemes and outlines the opportunities provided by Miller Construction from local employment and local spend to social interactions with students and the Leicester Community.

Local Employment

As a business, Miller Construction has continued to help boost the local economy by providing employment opportunities for the Leicester BSF Programme. This section of the report outlines the number of individuals who work on our projects and live within an LE postcode and is updated on a quarterly basis.

- 21% of Miller Construction workforce has been employed locally within an LE postcode
- Miller Construction has employed individuals from 18 local resident wards (**See diagram on page 4**)

Local Supply Spend

Although we have a national footprint, Miller Construction has worked hard to ensure that we use local contractors where feasible in order to create new job opportunities, training and apprenticeship opportunities within the local area. This section of the report outlines the spend within the Leicester area and the opportunities we have provided working with FSB (Federation of Small Businesses) for SMEs to be used for the Leicester BSF schemes.

- To date we have spent on the projects circa £97.53 million on the Leicester BSF Programme of an overall anticipated spend of £136 million.
- £43.44 m has been spent within 30 miles radius project spend to date, 44.5% of procurement for Leicester BSF is within 30 miles radius.
- £6.759 million of spend has been captured within local SME's (See Page 6)
- Total Spend within 30m radius in the last quarter = £1,283,853.23 (which equates to 23.08 % of overall quarterly spend)
- Total Spend in excess of 30 mile radius in the last quarter = £4,277,623.51 (which equates to 76.92 % of overall quarterly spend)
- Overall Spend in last quarter: £5,561,476.74



Upskilling (Local People)

Skills shortages are a key threat to the future growth of Miller Construction up-skilling is important to Government and Local Authorities. This section of the report outlines the local work experience opportunities, apprenticeships and training courses provided to enable us to up-skill our workforce allowing our staff to demonstrate an increased productivity and in turn staff retention for our business.

- 36 Local apprenticeships have been provided from a target of 40 agree in the toolkit for 2014 **(See page 11)**
- To date 54 out of a target 100 Work Experience Placements set in place by Miller Construction have been carried out **(See page 11)**
- Miller Construction have provided the opportunity for 167 **(See page 10)** employees to undertake recognised training
- The toolkit target (0) was to increase the number of Employees from Recognised Agencies - 26 opportunities actually in place **(See page 13)**
- The toolkit target (0) was to increase the maximum opportunity for local employment actual training 45 achieved **(See page 13)**

Community

Through social interactions our projects have provided students with a clear understanding of construction and the importance of STEM subjects to our business giving the students an appreciation of the industry and the opportunities available within a business. This section of the report provides information on the events being carried out within the community and the Miller Construction volunteers who have proactively participated within the Leicester Community.

- 77 Miller Construction employees have taken part in a number of volunteer activities i.e. Employability Lessons, Interview Days, CV Writing, Work Experience, What's my Line etc.
- 422 hours have been volunteered by Miller Construction employees
- 66 Community events have been carried out by Miller Construction employees
- Miller Construction has spent a total cost of £15,238.75 volunteering on community activities

CCS (Considerate Constructors Scheme)

Considerate constructors seek to improve the image of the construction industry by striving to promote and achieve best practice under the Code.

The Code of Considerate Practice outlines the Scheme's expectations and describes those areas that are considered fundamental for registration with the Scheme.

Miller Construction's target for 2013 was a score for each site of 40 or more, Leicester averaged 41. (See page 14 for individual project scores)

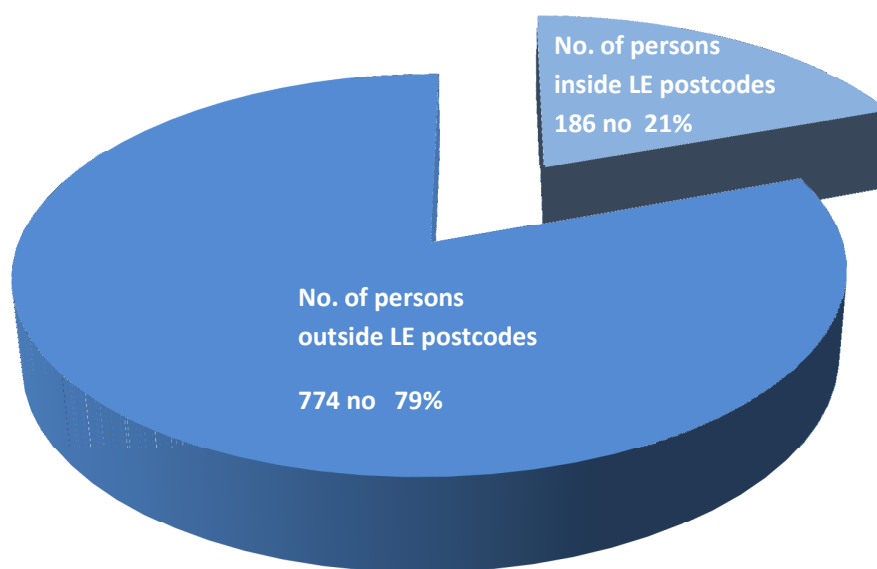


Objective 1: Support Local Employment (Economic Objective - EO)

This report measures the proportion of Local Residents involved in the Leicester Building Schools for the Future Programme during the period. It includes all managerial, operational, security and support staff. The objective is to support local employment.

Objective 1: Economic Objective	Aim	Economic Objective EO-KPI		Local Economic Target EO-KPI	Local Economic Actual EO-KPI
Support Local Employment	Increase Local Residents employed	EO-KPI 1 (a)	Arrange number of Local Residents employed per month	0	21%
	Report Wards Residency of Employees	EO-KPI 1 (b)	Number of employees on the project within the wards	All 9 Wards Reflected	18 Wards

Leicester Employment

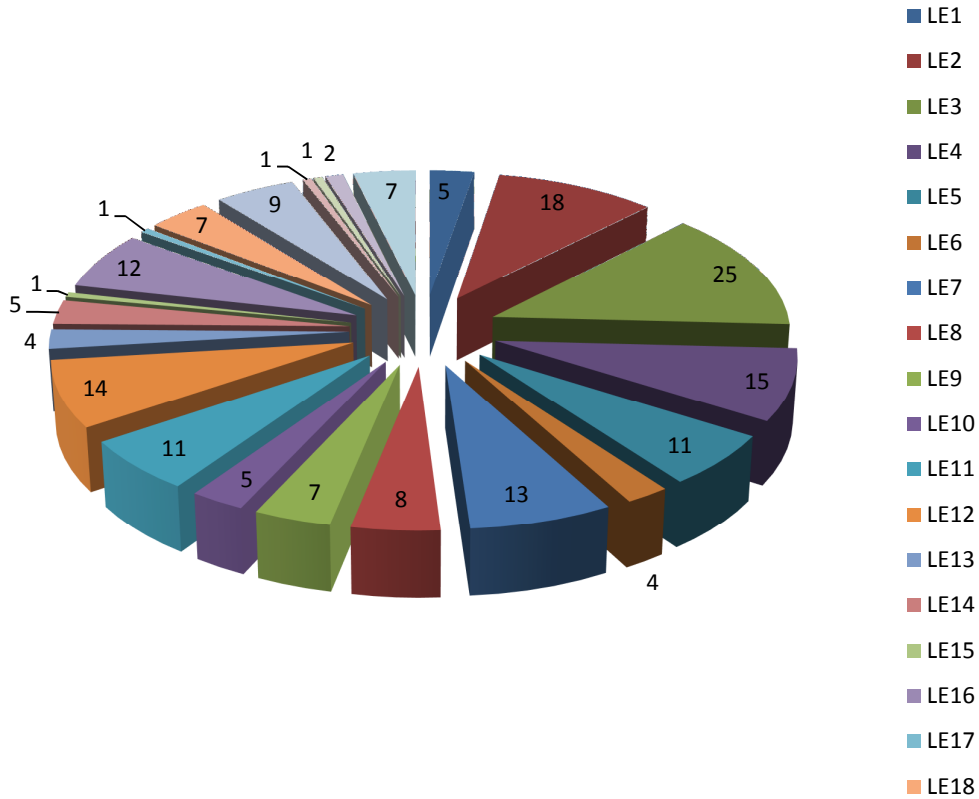


EO-KPI (a) – Increase Local Residents Employed No of persons with LE postcode



Leicester Employment by Wards

EO-KPI (b) – Ward Residency of Employees



Local Labour

Throughout the life of Leicester BSF, wherever possible we have selected subcontractors on their locality and whether they employ a local labour force. The introduction of the developed Economic Objectives will not change this approach in fact it should enhance it.

At present we have a local labour force on site and within the Leicester BSF of 21%. There are a number of projects which have local labour figures and this will be monitored over the coming months with the Economic Objectives being a platform of support.



Objective 2: Support Local Economic Advantage (EO)

This report measures the proportion of Local Suppliers used by Miller Construction and its supply chain partners by value (£). The objective is to promote local economic advantage

Objective 2: Economic Objective (EO)	Aim	Local Economic EO-KPI		Local Economic Target EO-KPI	Local Economic Actual EO-KPI
Support Local Economic Advantage	Increased procurement of Local Suppliers	EO-KPI 2 (a)	Total gross payments payable by Miller Construction to Local Suppliers within 30 miles	0	44.5%

SME Engagement Day



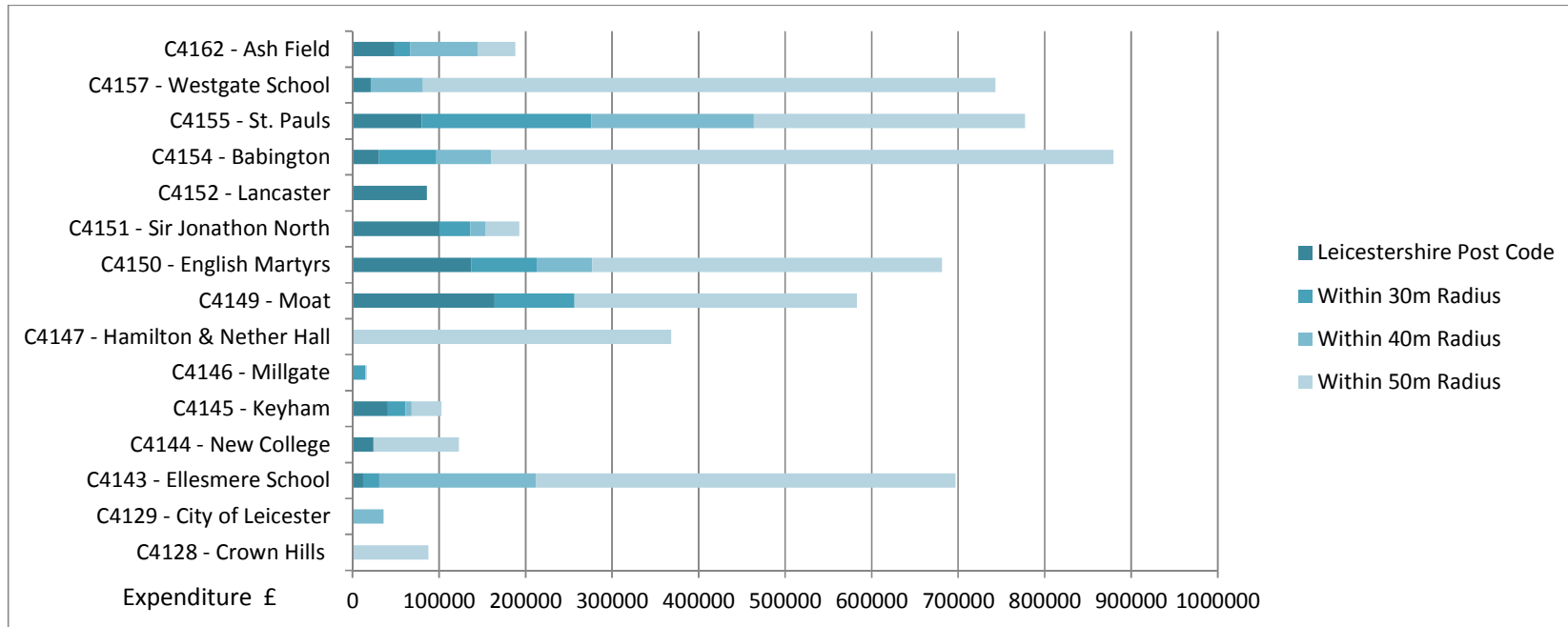
Meet the Buyer





Local Suppliers Spend

EO-KPI (b) – Increase procurement of Local Suppliers



To date we have spent circa £97.53 million on the Leicester BSF Programme of an overall anticipated spend of £136 million. £6.759 million of spend has been captured within local SME's (See Page 6)

Total Spend within 30m radius in the last quarter = £1,283,853.23 (which equates to 23.08 % of overall quarterly spend)
Total Spend in excess of 30 mile radius in the last quarter = £4,277,623.51 (which equates to 76.92 % of overall quarterly spend)
Overall Spend in last quarter: £5,561,476.74



Objective 3 – Develop Local Enterprise

EO-KPI 5 (a) – Increased investment with SME

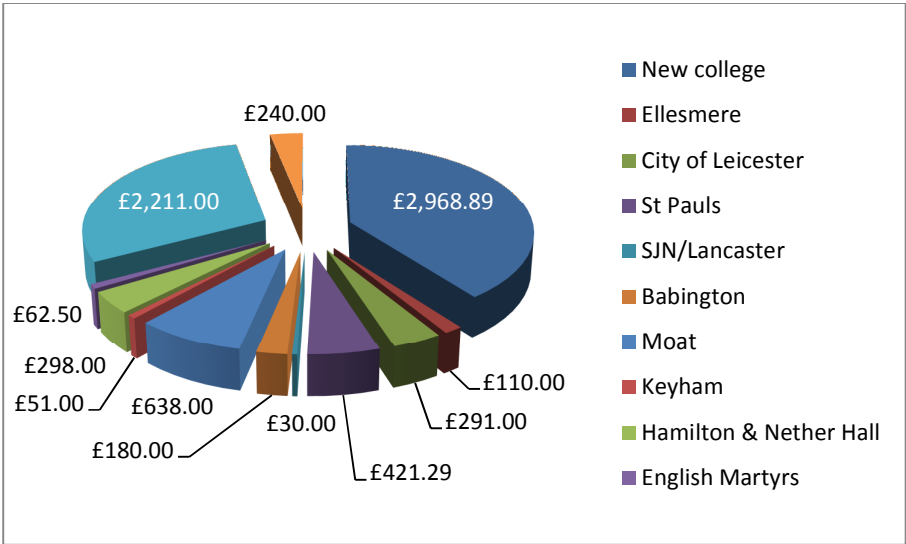
This report highlights our contracting with local small enterprise (SME) and the contract values involved. These order values and our ability to offer continuity for these companies has safeguarded their workforces, increased turnover and made their businesses more resilient in this testing economic climate, particularly for the construction industry. It has also seen more indirect impacts such as up-skilling of their workforce in order to demonstrate competence and fulfil health and safety requirements which are stringently enforced on Miller Construction sites and has lifted financial and accounting

Objective 5: Economic Objective		Spend
Project	Package	
TOTAL SPEND FOR 2013 (Q2)		3,163,527.00
TOTAL SPEND FOR 2013 (Q3)		1,603,637.54
TOTAL SPEND FOR 2013 (Q4)		1,247,040.52
Project	Package	Spend
Ellesmere	Diamond Drilling / Chasing	12,207.34
New College	Staging / Seating	24,238.00
Keyham	Fencing Works	32,927.08
	Sparkle Cleaning	7,800.00
Moat	Staging / Seating	79,923.00
	Carpeting & Vinyl Flooring	84,359.12
English Martyrs	Diamond Drilling / Chasing	4,000.00
	Fencing Works	4,597.67
	Staging / Seating	114,558.08
	Fire Protection Works	13,819.93
Sir Jonathon North	Staging / Seating	6,282.00
	Metalworks	94,151.00
Lancaster	Metalworks	86,048.80
Babington	Staging / Seating	30,612.00
St Pauls	Metalworks	79,665.00
West Gate	Louvre Installation	16,886.26
	Diamond Drilling / Chasing	2,000.00
	Metalworks	2,200.00
Ash Field	Roller Shutter Door Installation	2,726.50
	Carpeting & Vinyl Flooring	45,779.56
TOTAL SPEND FOR 2014 (Q1)		744,781.34



SME (Small, Medium Enterprise) Local Spend

Spend captured with local SME's from December 2013 to March 2014 for reporting to Federation of Small Businesses (FSB):





Objective 4: Up-skill Local People

This report measures the proportion of the workforce undertaking Recognised Training during a month. It includes training for all managerial, operational, security and support staff. The objective is to improve the skills of the existing workforce and the local population.

Objective 3: Economic Objective	Aim	Local Economic EO-KPI		Local Economic Target EO-KPI (Miller set target)	Local Economic Actual EO-KPI (Jan-March 14)	Total No of Opportunities in place
Up-skill Local People	Provide Placement Opportunities for Apprentices	EO-KPI 3 (a)	Number of Apprentices undertaking placements across the programme of works	40	9	36
	Increased proportion of the workforce undertaking recognised training	EO-KPI 3 (b)	Number of Trainee Days during period	0	28	167
	Support unpaid Work Experience Placements	EO-KPI 3 (c)	Work Experience placements offered	100	3	54



Objective 4: Up-skill Local People (Apprentices/Work Experience Data)

EO-KPI 3 (a) – Provide Placement Opportunities for Apprentices and Work Experience

PROJECT	No. of Apprenticeships in place	Apprenticeship Placement (Year)	No. of Apprenticeships to carry out on each project to achieve Miller set targets (minimum required)	No. of Work Experience opportunities carried out via Leicester College	No. of Work Experience opportunities required to achieve Miller set targets (Minimum required)	No. of Student Work Experience Opportunities (Age 14-21)
Rushey Mead - Completed	2	Year 1	0	34	0	
Crown Hills - Completed	3	Year 1	0	0	0	
City of Leicester - Completed	3	Year 1	0	0	0	12
Ellesmere	2	Year 1	0	0	6	
New College	2	Year 1 & Year 2	0	0	1	5
Keyham Lodge	5	Year 1	0	0	6	
Millgate School - Completed	0		0	0	0	
Hamilton & Nether hall	4	Year 1 & Year 4	0	0	6	
Moat	2	Year 1	0	0	6	
English Martyrs	2	Year 1 & Year 2	0	0	6	
SJN & Lancaster	1	Year 1	0	0	6	
Babington	0		2	0	4	2
St Pauls	4	Year 1	0	0	6	
Westgate	3	Year 1 & Year 2	0	0	6	
Ashfield	0	Year 1 & Year 2	3	0	6	
Target set by Miller for LBSF	40		40	100	100	0
No. of Opportunities in place	35		35	34	59	19
No. of LBSF opportunities to complete to achieve target	5		5	66	41	0



Up-skill Local People (Training)

EO-KPI 3 (b) – Increase proportion of the workforce undertaking recognised training

Recognised Training Route	Project	Trainee Days	Total No of Training	Training Description	Qualification
NEBOSH Diploma	NEBOSH	3	30	Evenings	NEBOSH
NVQ	Site Supervision	Onsite	N/A	Onsite continuous training, 4 site visits	NVQ III
Degree Qualification	Quantity Surveying & Construction Commercial Management	37	32	Day release	BSc
Degree Qualification	MSC In Building Modelling for Integrated Construction	33	33	Day release	Master's Degree
Degree Qualification	Quantity Surveying and Construction Commercial Management	31	31	Day Release	BSc (Hons)
CIOB	Chartered Institute of Building	5	12	Evenings	CIOB

A proportion of the EO-KPI's in this report are as a result of Miller Construction capturing this information for the previous 1 year and are directly employed by Miller Construction.

EO-KPI 3 (c) – Support unpaid Work Experience Placements

Type of Placement	Project	Discipline	No of students	No of days
Leicester College	Rushey Mead	Mechanical	13	65
Leicester College	Rushey Mead	Electrical	14	70
Leicester College	Rushey Mead	Bricklaying	3	15
Leicester College	Rushey Mead	Plastering	4	20
School - New College	New College	Design & Build	5	4
School - Crown Hills	Crown Hills Community College	Construction	10	18
School - City of Leicester College	City of Leicester	Construction	12	8

Anticipated greater uptake of work experience opportunities from the schools that we have just commenced work with.



Objective 5 - Recruit Local People

Objective 4: Economic Objective	Aim	EO-KPI		Target EO-KPI	Actual (Jan-March 2014) EO-KPI	Total No of Opportunities in place
Up-skill Local People	Increase number of Target Employees from Recognised Agencies	EO-KPI 4 (a)	Number of Target Employee interview Opportunities per month	0	6	26
	Maximise Opportunity for local employment Training	EO-KPI 4 (b)	Number of Target Employees recruited temporary/permanent through Recognised Agencies	0	15	45



Objective 6: Community

Corporate Responsibility (Volunteer Programme)

- Miller Construction encourages employees to support community projects through volunteering for up to two days per year. As well as providing benefit for the community projects, volunteering also develops employees communication, project management, leadership and team working skills.

Volunteer Programme	Leicester				Q1	Total for Leicester
	Q1	Q2	Q3	Q4		
Number of Events	7	8	9	2	51	77
Total number of hours	280.5	31.5	36	14	60	422
Total number of volunteers	17	14	19	6	10	66
Total Cost £	10,075.00	1,045.00	1,387.00	504.00	2228.25	15,238.75



- Each school under the LBSF programme has a bespoke community plan set in place by Miller Construction's CR Manager. Miller employees are offered the opportunity to become involved the programme through volunteering.





Testimonial



Work experience opportunities have been given to Daniel Evans and Luke Phillips from Bath Spa University who spent a number of days being involved in events in Leicester. Hetha Copland (Neighbourhood Development Manager North West) invited us to spend time in the Community on a project involving getting young people into work and apprenticeships.

I would just like to thank you for the opportunity and the experience I gained whilst on the work placement. Without the attention and effort from you I feel I would not have gained as much from my time with Miller as I would have. I thoroughly enjoyed myself and am contemplating on whether to take a route into the construction industry. If there are any more opportunities or reports that I could take or get involved in I would be very grateful.

*Once again
Thank you*

*Luke Phillips
Bath Spa (University Placement) Geography Student*



Objective 6: Considerate Constructive Scheme (CCS)

Code of Considerate Practice

Considerate constructors seek to improve the image of the construction industry by striving to promote and achieve best practice under the Code.

The Code of Considerate Practice outlines the Scheme's expectations and describes those areas that are considered fundamental for registration with the Scheme.

The new Code is now in five parts and is no longer a narrative, but a series of bullet points. Each section of the Code contains an aspirational supporting statement and four bullet points which represent the basic expectations of registration with the Scheme.

- Enhancing the **Appearance**
- Respecting the **Community**
- Protecting the **Environment**
- Securing everyone's **Safety**
- Caring for the **Workforce**

Site scoring

Each section of the Checklist is scored out of 10 points, with a score of 5 indicating compliance. In any one section, a project's performance is assessed using the following performance descriptors.

Descriptor	Explanation of score descriptor	Score
Gross failure	A letter highlighting the gross failure(s) will be sent with a request for a meeting at the company's office to discuss the issue(s) detailed in the Monitor's report. A further site visit will be required so that the Monitor can establish that compliance has been achieved. Failure to address the issue(s) may result in the site's removal from the Scheme.	1
Failure	A letter highlighting the failure(s) will be sent with a request for the site to address the issue(s) detailed in the Monitor's report. A further visit will then be required so that the Monitor can establish that compliance has been achieved. Failure to address the issue(s) may result in the site's removal from the Scheme.	2
Major non compliance	A letter highlighting the major non-compliance(s) will be sent with a request for the site to address the issue(s) detailed in the Monitor's report. A Monitor revisit will be arranged or evidence will be required to establish that the non-compliant issue(s) has been addressed.	3
Minor non compliance	A letter highlighting the minor non-compliance(s) will be sent with a request for the site to address the issue(s) detailed in the Monitor's report.	4
Compliance	The site has satisfactorily addressed all bold items on the Monitors' Checklist which demonstrates that they are adhering to the minimum requirements of the Scheme's Code.	5
Good	The site has satisfactorily addressed all bold items on the Monitors' Checklist and has also undertaken additional measures to address some of the non-bolded questions demonstrating that they are performing to a good standard beyond the minimum requirements of the Scheme's Code.	6
Very good	The site is performing well above the minimum requirements of the Scheme's Code, and has undertaken a number of additional measures to address most of the non-bolded questions on the Checklist demonstrating that they are performing to a very good standard with a thorough commitment to the Scheme's Code.	7
Excellent	The site has undertaken a significant number of additional measures to address all applicable non-bolded questions on the Checklist demonstrating that they are	8



	performing to an excellent standard and showing a real commitment to improving the image of construction.	
Exceptional	The site is at the forefront of industry best practice demonstrating the very highest level of achievement far above the minimum standards required by the Scheme's Code and has addressed all questions on the Checklist to the highest standards.	9
Innovative	The site, beyond being exceptional, has introduced innovative practices or thinking that goes far beyond the expectations of the Scheme and, as such, is considered to be advancing the standards by which the image of the industry is judged.	10

Leicester BSF Project Scores 2013

Project	Visit 1	Visit 2	Visit 3	Awards
Crown Hills Community College	39	43	42	CCS Bronze Award Achieved
City of Leicester	41	42	06/06	CCS Silver Award Achieved
Ellesmere School	38	39		
New College	40	42		CCS Bronze Award Achieved
Keyham Lodge School	39	41	43	
Millgate School	39	41		
Hamilton & Nether Hall School	43			
Moat Community School	40	43		
English Martyrs	38	10/06		
Sir Jonathan School /Lancaster School	35	39	14/05	
Babington School	38	41		
St Pauls School	40	40	15/05	
Westgate School	42	43		
Ash Field Academy	41	42		



NHS Health Days carried out on all of our Leicester BSF projects

