

Procter & Gamble Ltd

P&G Reading Innovation Centre

Employment Skills and Training
Plan for End User

001

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This report takes into account the particular instructions and requirements of our client.

It is not intended for and should not be relied upon by any third party and no responsibility is undertaken to any third party.

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1 Introduction

1.1 The Proposed Development

This Employment and Skills Plan has been prepared on behalf of Procter and Gamble Ltd (P&G), the owner and applicant, in support of a full planning application for the P&G Reading Innovation Centre at 452 Basingstoke Road, RG2 0QE. The development proposed is as follows:

Part retention and refurbishment of the existing Gillette building, erection of a two storey research and development building (Class B1/B8), and erection of a 190 space multi-storey car park, with associated access, surface car parking, servicing, landscaping and engineering works.

This application is for the relocation of P&G's Greater London Innovation Centre facility in Egham to their existing Reading site, allowing for the consolidation of activities. The application site covers approximately 1.5ha of the existing P&G site in Reading, which has a long history of industrial and business use. The site subject to the application is currently occupied by existing buildings to be retained, existing buildings to be demolished, open car parking, soft landscaping and the sites of previously demolished buildings.

The applicant's objective is for the site to secure full planning permission for the development of a research and development facility. The facility will be comprised of laboratories, offices, and storage warehousing (Class B1a, B1b, and B8) of 6,995 m². The proposal seeks to accommodate the relocated lab and offices accommodation through a combination of alterations to the existing Gillette building at the centre of the site and a new build extension.

In order to maintain the car parking provision on the site, new parking would be provided in a multi-storey car park to the south of the Gillette building. The new car park will provide 190 spaces over eight half floors (four storeys). Provision for further surface parking will be made in the currently vacant land to the north and rear of the existing Gillette building. Associated servicing, landscaping and engineering works will be undertaken throughout the application site to enable the development.

1.2 The Employment, Skills and Training SPD (2013)

The Employment, Skills and Training SPD (2013) states that developers and occupiers will need to be committed to working with the Council and Reading's economic development company to develop a site specific Employment and Skills Plan (ESP). Funding to deliver the ESP outcomes will be the responsibility of the developer working in consultation with the Council, its ESP delivery partner and relevant skills and employment delivery partners.

2 Employment and Skills Training

P&G are committed to developing and delivering a site specific Employment and Skills Plan and in liaison with the Reading's economic development company Reading UK CIC have developed the following ESP for the operation phase of the development:

- **Two apprenticeships**

P&G will consider recruiting two new members of staff into an apprenticeship role, or will look at how existing members of staff may benefit by gaining an Apprenticeship qualification. P&G will attend Career Fairs, Apprenticeship Fairs and school programmes in Berkshire to make known its programmes.

In terms of existing commitments, the Reading Gillette Manufacturing Plant (part of P&G Product Supply) currently run an apprenticeship scheme through which they seek to recruit two new apprentices each year. Many of these apprentices now make up the skilled technician base at the plant. Additionally, a number of these technicians have been promoted to management as part of the Company's promote from within strategy. Currently there are four new apprentices and two experienced apprentices in the scheme. P&G will continue to evaluate the future needs for the business and use the apprentice scheme to build capability within the Plant.

- **Five work experience or shadowing opportunities for young people aged 16+ for a duration of four weeks each**

P&G will make reasonable endeavours to provide work experience placements to local young people for a total period of at least four weeks per placement, spread over plant, warehouse and the research facility roles. Placements will be flexibly scheduled to cater for school holiday periods if required.

In terms of existing commitments, the Reading Gillette Manufacturing Plant offers a two week work experience placement to applicants through the apprentice scheme. Additionally, P&G offer work experience to children of current employees.

- **P&G will engage with local education providers at all levels of education, from primary school to university level to promote interest in, and skills for science and industry related careers, in the following ways:**

- P&G will continue to organise at least one 'Origami to Engineering' workshop in Primary schools for at least the next five years.
- P&G will endeavour to host two workshops per year for 100+ children for the Young Enterprise scheme for at least the next five years.

- P&G endeavours to train new STEM ambassadors over the next five years to add to the 13 already trained.
- P&G plan to continue to support Reading Girls School in 'Lego League' taking place in University of Reading.
- P&G will endeavour to engage with Reading University in order to promote relevant skills development in young people.

In terms of existing commitments, P&G have developed a 'STEM kit' for ambassadors to proactively take into schools for demonstrations and workshops. In addition to the already strong presence P&G have within the STEM network, P&G plan on increasing their STEM investment in the coming years, partnering with Reading Girls School and the Surrey and Berkshire STEM network to work with schools. P&G Manufacturing are currently not part of the STEM network/program. Furthermore, the Reading Gillette Manufacturing Plant participates (together with the other UK sites) in the UK management recruitment scheme, where they actively recruit top talent at many of the UK universities. Through this scheme they have recruited approximately four new managers per year, the vast majority of whom relocate to live in the local Reading area.

- **Engagement with partners to facilitate jobs for local hard to reach unemployed**

With partners, P&G will work with local people who have been identified as hard to reach to support them into local employment where possible. P&G would endeavour to place at least one individual into a suitable employment role each year, but would aim to increase this number based on vacancies and skills sets available whenever possible.

The Reading Gillette Manufacturing Plant senior employees have first-hand knowledge of the challenges faced by hard to reach employed, and fully support engagement and identifying opportunities for inclusion of members of these groups into employment.

- **60% of all new plant recruitment to be from the Reading travel to work area. 30% of all new research staff to be from the Reading travel to work area (The Reading travel to work area is defined as the Boroughs of Reading, Wokingham and Bracknell).**

P&G will make the best endeavours to employ at least 60% of all new plant staff and at least 30% of all new research staff recruitment from those residents in the Reading travel to work area. It should be noted that over 60% of staff employed at the Reading Gillette Manufacturing Plant reside in the Reading travel to work area.

3 Monitoring

A monitoring fee (ESP Monitoring Fee) will be required for the Skills for Business Coordinator (SfBC) to monitor the agreed ESP.

The ESP Monitoring Fees means the sum of £15.00 for each agreed Training Output (see section 2) in respect of the End User ESP to be paid to the Council towards the monitoring and co-ordinating of the approved ESP.