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| **ECONOMIC DEVELOPMENT** |
| **LOCAL LABOUR & BUSINESS SCHEME** |
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**PROJECT/CONTRACT COMPLIANCE STATEMENT**

Date Completed:

|  |  |  |
| --- | --- | --- |
| **Project / Contract Details** | | |
| **PROJECT NAME** |  | |
| **PROJECT DETAILS** | Contract Name: |  |
| Project Address: |  |
| Project Postcode: |  |
| Planning Reference: |  |

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| --- | --- | --- | --- |
| **BRIEF DESCRIPTION OF CONTRACT/PROJECT (**inc planning application no if applicable) |  | | |
| **Project/Contract Value**  (Approx.) | **Contract Start Date**  (Site Prep or Other ) | **Contract Start Date** (Construction Activities) | **Contract End Date** |
|  |  |  |  |
| Local Labour and Business Scheme Strategy (or similar named document) submitted to London Borough of Lewisham? | | | YES/NO |
| Comments: | | | |
| Local Labour and Business Scheme Strategy (or similar named document) Approved by London Borough of Lewisham? | | | YES/NO |
| Comments: | | | |
| Targets and delivery plan completed and submitted? | | | YES/NO |
| Comments: | | | |
| Commencement Meeting with LA’s LLBS team arranged? | | | YES/NO |
| Comments: | | | |
| Project/Contract procurement schedule submitted to LLBS team? | | | YES/NO |
| Comments: | | | |
| Employment Skills and Business Monitoring Suite tutorial undertaken? | | | YES/NO |
| Comments: | | | |
| Local Labour and Business Scheme Strategy Review Meetings Arranged (or similar named document)? Frequency? | | | YES/NO  Quarterly/Annually |
| Comments: | | | |

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| **Owner/Client Representative Details** | | | |
| **ORGANISATION NAME** | **ORGANISATION ADDRESS** | **ORGANISATIONS SENIOR REPRESENTATIVE CONTACT DETAILS** | |
|  |  | Name: |  |
| Tel: |  |
| Email: |  |

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| **Contractor Details** | | | |
| **ORGANISATION NAME** | **ORGANISATION ADDRESS** | **CONTRACTOR’S SENIOR REPRESENTATIVE CONTACT DETAILS**  (must have resource/recruitment decision making authority) | |
|  |  | Name: |  |
| Tel: |  |
| Email: |  |
| Mobile: |  |
| **ORGANISATION NAME** | **ORGANISATION ADDRESS** | **CONTRACTOR’S LLBS DELIVERY REPRESENTATIVE CONTACT DETAILS** | |
|  |  | Name: |  |
| Tel: |  |
| Email: |  |
| Mobile: |  |
| General Description of Business | | | |
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| **Commercial Space** | | | |
| **TOTAL COMMERCIAL SPACE ON PROJECT (sqft)** | | |  |
| Unit Ref: | Use Class | GIF Sqft | Status (Delete As Appropriate) |
|  |  |  | Leased / Sold / Unassigned |
|  |  |  | Leased / Sold / Unassigned |
|  |  |  | Leased / Sold / Unassigned |
|  |  |  | Leased / Sold / Unassigned |
|  |  |  | Leased / Sold / Unassigned |
|  |  |  | Leased / Sold / Unassigned |
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| **Commercial Space Potential Employer Details** | | | |
| **UNIT REF:** | **ORGANISATION NAME & ADDRESS** | **SENIOR REPRESENTATIVE CONTACT DETAILS**  (must have resource/recruitment decision making authority) | |
|  |  | Name: |  |
| Tel: |  |
| Email: |  |
| Mobile: |  |
| General Description of Business | | | |
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| **Commercial Space Potential Employer Details** | | | |
| **UNIT REF:** | **ORGANISATION NAME & ADDRESS** | **SENIOR REPRESENTATIVE CONTACT DETAILS**  (must have resource/recruitment decision making authority) | |
|  |  | Name: |  |
| Tel: |  |
| Email: |  |
| Mobile: |  |
| General Description of Business | | | |
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| **Commercial Space Potential Employer Details** | | | |
| **UNIT REF:** | **ORGANISATION NAME & ADDRESS** | **SENIOR REPRESENTATIVE CONTACT DETAILS**  (must have resource/recruitment decision making authority) | |
|  |  | Name: |  |
| Tel: |  |
| Email: |  |
| Mobile: |  |
| General Description of Business | | | |
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| **Commercial Space Potential Employer Details** | | | |
| **UNIT REF:** | **ORGANISATION NAME & ADDRESS** | **SENIOR REPRESENTATIVE CONTACT DETAILS**  (must have resource/recruitment decision making authority) | |
|  |  | Name: |  |
| Tel: |  |
| Email: |  |
| Mobile: |  |
| General Description of Business | | | |
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| **Commercial Space Potential Employer Details** | | | |
| **UNIT REF:** | **ORGANISATION NAME & ADDRESS** | **SENIOR REPRESENTATIVE CONTACT DETAILS**  (must have resource/recruitment decision making authority) | |
|  |  | Name: |  |
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| Email: |  |
| Mobile: |  |
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| **Commercial Space Potential Employer Details** | | | |
| **UNIT REF:** | **ORGANISATION NAME & ADDRESS** | **SENIOR REPRESENTATIVE CONTACT DETAILS**  (must have resource/recruitment decision making authority) | |
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| Email: |  |
| Mobile: |  |
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| **Commercial Space Potential Employer Details** | | | |
| **UNIT REF:** | **ORGANISATION NAME & ADDRESS** | **SENIOR REPRESENTATIVE CONTACT DETAILS**  (must have resource/recruitment decision making authority) | |
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| Email: |  |
| Mobile: |  |
| General Description of Business | | | |
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| **Commercial Space Potential Employer Details** | | | |
| **UNIT REF:** | **ORGANISATION NAME & ADDRESS** | **SENIOR REPRESENTATIVE CONTACT DETAILS**  (must have resource/recruitment decision making authority) | |
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| Email: |  |
| Mobile: |  |
| General Description of Business | | | |
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**LLBS Activity Statement**

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|  |  | **OUTCOMES achieved on the project** | **Compliance Statement (Developer/Contractor/**  **Service Provider)** | **London Borough of Lewisham Comments**  **(to be completed by the LLBS Manager)** |
|  | **LOCAL EMPLOYMENT (Lewisham Residents)** |  |  |  |
| 1 | New Apprenticeships | 0 |  |  |
| 2 | Continued Apprenticeships | 0 |  |  |
| 3 | Finished Apprenticeships | 0 |  |  |
| 4 | Recent Graduates | 0 |  |  |
| 5 | Community Involvement Activities | 2 |  |  |
| 6 | % of Local Residents Employed on the Project/Contract | 0 |  |  |
| 7 | 16+ Work Experience or Traineeship | 0 |  |  |
| 8 | 14 - 16 Work Experience | 0 |  |  |
| 9 | Jobs Advertised through LLBS | 0 |  |  |
| 10 | Job Starts - Lewisham residents securing work through project < 6 months | 0 |  |  |
| 11 | Job Starts -Lewisham residents securing work through project => 6 months | 0 |  |  |
|  | **UPSKILLING THE LOCAL WORKFORCE (Lewisham Residents)** |  |  |  |
| 12 | Accredited Training for Individuals working in the project supply chain (incl.standards/frameworks) | 0 |  |  |
| 13 | Non-Accredited Training for Individuals working in the project supply chain | 0 |  |  |
| 14 | Training Plans for Supply chain members | 0 |  |  |
| 15 | Supervisor Training for individuals working in the project supply chain | 0 |  |  |
| 16 | Management Training for individuals working in the project supply chain | 0 |  |  |
| 17 | Advanced Health & Safety Training for individuals working in the project supply chain | 0 |  |  |
| 18 | Training Other (Project or sector specific training) | 0 |  |  |
|  | **LOCAL BUSINESS (Lewisham Based Businesses)** |  |  |  |
| 19 | Prequalification Questionnaire Completed by local businesses | 0 |  |  |
| 20 | Invitations to Tender sent to Local Businesses | 0 |  |  |
| 21 | Value of Business Contract Secured by Local Businesses | 0 |  |  |
|  | **OTHER SOCIAL VALUE OFFER (for Lewisham Residents)** |  |  |  |
| 22 | To Be Detailed by Tenderer | 0 |  |  |
| 23 | To Be Detailed by Tenderer | 0 |  |  |
| General Comments: | |  | | |

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| **LLBS Compliance Sign Off** | |
| **Organisation Name:** |  |
| Compliance Statement Completed by (print) | Signature: |
|  |  |
| Post Held: | Date: |
|  |  |
| Senior Owner/Client/Contractor Representative: | Signature: |
|  |  |
| Post Held: | Date: |
|  |  |
| **London Borough of Lewisham** | |
| Compliance Statement Checked by (print): | Signature: |
|  |  |
| Post Held: | Date: |
|  |  |
| Senior Representative: | Signature |
| Denise Atkinson |  |
| Post Held: | Date: |
| Local Labour and Business Scheme Manager | 26 October 2016 |