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Contract

## **S106 Construction Workplace and Training Coordinator**

London Borough of Hillingdon

F03: Contract award notice

Notice identifier: 2022/S 000-012376

Procurement identifier (OCID): ocds-h6vhtk-02e877

Published 12 May 2022, 12:19pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

London Borough of Hillingdon

London

Hillingdon

London

#### **Email**

[krooprave@hillington.gov.uk](mailto:krooprave@hillington.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK174 - Harrow and Hillington

#### **Internet address(es)**

Main address

<https://www.hillingdon.gov.uk>

#### **I.4) Type of the contracting authority**

Regional or local authority

#### **I.5) Main activity**

General public services

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### **Section II: Object**

#### **II.1) Scope of the procurement**

##### **II.1.1) Title**

S106 Construction Workplace and Training Coordinator

##### **II.1.2) Main CPV code**

- 80000000 - Education and training services

##### **II.1.3) Type of contract**

Services

##### **II.1.4) Short description**

The Hillingdon Council is seeking suppliers for the following services required :

1. As and when advised by Hillingdon Council, to undertake pre-commencement scoping work for each relevant site, in conjunction with developers, preparing training proposals for Council approval. Seek out new training, apprenticeships and employment opportunities across a broad range of frameworks, to maximise the true potential of each site.
2. Provide a construction workplace coordination service for developers, as required, liaise with relevant site contractors, employers and subcontractors to establish their recruitment needs, ensuring appropriate and timely action is taken to identify and match suitable local residents to forthcoming opportunities.
3. Liaise with approved training providers and local colleges to identify relevant and new learning pathways which reflect modern construction methods.

4. In conjunction with Economic Development Officers, produce Employment and Training Plans for new developments and provide Completion Certificates for each scheme.
5. Provide HR advice and assist developers with the production of Job Descriptions and interview documentation when required.
6. Routinely engage with local training/employment providers, colleges, Job Centre Plus, relevant Council departments, local community groups and NAS to source potential candidates and create pathways for learners.
7. Create a pool of suitable candidates consisting of residents who are past learners and potential new ones. Actively promote forthcoming vacancies to maximise take up.
8. When required, deliver (or commission) bespoke pre-employment training in conjunction with developers to prepare trainees for entry into construction work.
9. Collaborate closely with local training providers who have been funded by the council to deliver bespoke construction training and support for residents. Develop training plans jointly to maximise employment opportunities for learners.
10. Positively engage with people from under-represented groups within the construction industry, providing necessary training and support to enable increased access to employment and skill opportunities.
11. Build and maintain a relationship with site placements and provide individual support when work or training issues arise.
12. Carry out monthly site visits to speak with contractors and trainees, improving the visibility of the service.
13. Arrange careers engagement activities between developers and local schools
14. Monitor the progress of developers in meeting agreed training specifications, providing written reports to the Council each month. Maintain accurate records of activity for each site.
15. Devise a method for identifying under-delivery of agreed employment/training outputs for each site. Ensure Council is alerted as soon as possible regarding potential under-delivery. Propose corrective action in good time and make recommendations to developers and the council.
16. Support plans to promote CBE careers in schools through delivery of workshops, site visits and planned events as agreed with Hillingdon Council.

17. Support local employer engagement initiatives within the CBE sector in Hillingdon and the West London sub region including the Mayors Construction Academy.

18. Any other duties commensurate to this role including general construction employment and training opportunities in the local area and within the Council's supply chain.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £310,000

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UKI74 - Harrow and Hillingdon

#### **II.2.4) Description of the procurement**

The Hillingdon Council is seeking suppliers for the following services required :

1. As and when advised by Hillingdon Council, to undertake pre-commencement scoping work for each relevant site, in conjunction with developers, preparing training proposals for Council approval. Seek out new training, apprenticeships and employment opportunities across a broad range of frameworks, to maximise the true potential of each site.

2. Provide a construction workplace coordination service for developers, as required, liaise with relevant site contractors, employers and subcontractors to establish their recruitment needs, ensuring appropriate and timely action is taken to identify and match suitable local residents to forthcoming opportunities.

3. Liaise with approved training providers and local colleges to identify relevant and new learning pathways which reflect modern construction methods.

4. In conjunction with Economic Development Officers, produce Employment and Training Plans for new developments and provide Completion Certificates for each scheme.

5. Provide HR advice and assist developers with the production of Job Descriptions and

interview documentation when required.

6. Routinely engage with local training/employment providers, colleges, Job Centre Plus, relevant Council departments, local community groups and NAS to source potential candidates and create pathways for learners.

7. Create a pool of suitable candidates consisting of residents who are past learners and potential new ones. Actively promote forthcoming vacancies to maximise take up.

8. When required, deliver (or commission) bespoke pre-employment training in conjunction with developers to prepare trainees for entry into construction work.

9. Collaborate closely with local training providers who have been funded by the council to deliver bespoke construction training and support for residents. Develop training plans jointly to maximise employment opportunities for learners.

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12. Carry out monthly site visits to speak with contractors and trainees, improving the visibility of the service.

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14. Monitor the progress of developers in meeting agreed training specifications, providing written reports to the Council each month. Maintain accurate records of activity for each site.

15. Devise a method for identifying under-delivery of agreed employment/training outputs for each site. Ensure Council is alerted as soon as possible regarding potential under-delivery. Propose corrective action in good time and make recommendations to developers and the council.

16. Support plans to promote CBE careers in schools through delivery of workshops, site visits and planned events as agreed with Hillingdon Council.

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18. Any other duties commensurate to this role including general construction

employment and training opportunities in the local area and within the Council's supply chain.

#### **II.2.5) Award criteria**

Price

#### **II.2.11) Information about options**

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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### **Section IV. Procedure**

#### **IV.1) Description**

##### **IV.1.1) Type of procedure**

Open procedure

##### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

#### **IV.2) Administrative information**

##### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-024842](#)

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### **Section V. Award of contract**

#### **Title**

S106 Construction Workplace and Training Coordinator

A contract/lot is awarded: Yes

## **V.2) Award of contract**

### **V.2.1) Date of conclusion of the contract**

1 March 2022

### **V.2.2) Information about tenders**

Number of tenders received: 1

The contract has been awarded to a group of economic operators: No

### **V.2.3) Name and address of the contractor**

QualifyMe Ltd

100 Gilders Road

Chessington

KT9 2AN

Email

[dillwyn@qualifyme.co.uk](mailto:dillwyn@qualifyme.co.uk)

Country

United Kingdom

NUTS code

- UKI74 - Harrow and Hillingdon

The contractor is an SME

Yes

### **V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: £310,000

Total value of the contract/lot: £310,000

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## **Section VI. Complementary information**

### **VI.3) Additional information**

Open Via the portal

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

High court of England and Wales

London

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

London Borough of Hillingdon

Civic Centre High Street

Uxbridge, Middlesex

UB8 1UW

Country

United Kingdom

#### **VI.4.4) Service from which information about the review procedure may be obtained**

London Borough of Hillingdon

Civic Centre High Street

Uxbridge, Middlesex

UB8 1UW

Country



United Kingdom