



APPENDIX 1:

Economic Impact Assessments

Urban development projects of over 0.5 hectares may be required to submit an Environmental Impact Assessment under the Town and Country Planning Act 1999. As part of this, or in certain other circumstances, the socio-economic impact of the proposed development will be taken into account. Presentation of this information should lead to an analysis of skills gaps and probable training needs, with a view to people in the area having an opportunity to access the jobs created by the development. The assessment may help to determine the number of apprenticeships that the development could support, or it can inform and demonstrate a need for business support work in the area to ensure that especially small and medium sized enterprises are able to counter any adverse effects arising from the development.

Many independents or existing businesses may appear to survive a new supermarket or retail facility opening, but are in fact using up financial reserves. A time delay of 2 to 3 years is not uncommon before existing businesses show signs of failing and this should be taken into account, particularly in Retail Impact Assessments.

The 'Local Money Flows' Analysis, developed by the New Economics Foundation, provides a means of looking into the benefit to the local economy of different types of business or proposed development, and should be undertaken.

The potential economic impact of a development may be to a wide as well as a small, local area, thus the use of a two-tier impact area is suggested –

- (i) the local area or neighbourhood that is studied in most detail (eg. Redcliffe or St Paul's) - and

- (ii) a wider "catchment" area, that is ward-based, but which may take into account more than one ward, the whole city or even the Bristol travel to work area, depending on what is appropriate for the size and type of development being proposed.

At the local area level, detailed profiles may have been produced by local regeneration projects such as Redcliffe Futures or the Neighbourhood Renewal partnerships. At the wider "catchment" area level, on the Bristol City Council web site there is a 'ward finder' facility where it is possible to access ward maps, ward profiles and a link to the Office for National Statistics Neighbourhood Statistics Service.

The Research and Monitoring web site www.bristol-city.gov.uk/statistics includes data on population by ward, unemployed claimants and deprivation in Bristol (deprivation is analysed in terms of multiple deprivation, income, employment, health, education skills and training and housing). 2001 Census Ward Information Sheets are also available.

The following information is usually required in an Economic Impact Assessment. Possible sources of data that developers will be able to access directly are also provided.

- Information on the numbers and types of jobs and the skills required by those jobs likely to be created by the development (including socio-economic categories).

The developer should use their own estimates, together with the total number of jobs by ward available from the Research and Monitoring web site (see above), to help show the relative impact of the development in terms of number of jobs.





- The projected number of labour hours in the different labouring categories of brickwork, electrical work, plumbing, decorating and carpentry needed to complete the construction phase of the development.

Developer to use own estimates.
- Information on current unemployment, economic activity and inactivity in the area, by age, gender, length of unemployment and any other relevant demographics

Unemployed claimant data is published on a monthly basis by the Office for National Statistics and is available from the Research and Monitoring web site. Unemployed claimants are available on a ward basis by age, gender and length of unemployment.

2001 Census Ward Information Sheets: economic activity and inactivity.
- Information on skills levels in the area, by age, gender and any other relevant demographics

2001 Census Ward Information Sheet: qualifications by gender.

Learning Partnership West may have other data (contact: 0117 927 7116)
- Information on the socio-economic categories of people living in the area

2001 Census Ward Information Sheet: socio economic group of economically active residents.
- Information on the local economy, an appreciation of the types and sizes of existing businesses in the area

The number of units/firms at ward level is available on the Research and Monitoring web site. This includes those employing 10 or less employees, the number of manufacturing units and the number of service industry units. Source: ONS Annual Business Inquiry.
- Information on the potential for increased economic activity and the provision of services and facilities in the area caused by the development

The developer should use their own estimates
- Information on the anticipated loss of business and any effects of competition on existing enterprises in the area caused by the development

The developer should use their own estimates.



APPENDIX 2:

Public Procurement

Public bodies have to adhere to complex EU regulations designed to open up procurement to suppliers from throughout Europe and 'to ensure that there is no discrimination against nationals from other member states, or the products of those states, in the award of public contracts for works, supplies and services'. This is not to say that public bodies cannot include 'social clauses', in the awarding of contracts as long as they relate to the way in which a contract is executed and do not discriminate against contractors.

All government departments are required to tackle social exclusion, and it is a legitimate priority of public bodies, whether the police, health services, education or higher education services or registered social landlords, to identify social inclusion as one of their organisations objectives and consider this as an aim in the procurement process. The most important element to achieving this within EU regulations is to ensure that the community benefits are included in the 'core aims' of the procurement, that they are 'directly relevant to the product or service being procured' and that they are 'supported by the contracting authority's objectives'.

Group terms such as 'long-term unemployed', 'young people' or 'trainees' can be used, but contributions limited to a local area must be guarded against discrimination. To avoid this, particular groups can be targeted 'through supply-side actions that maximise the take-up by the local communities', including the provision of pre-recruitment promotions, support and training.

The final word on public procurement is that rules and regulations are complex and professional advice should be sought on a case by case basis.

More recently, e-procurement has raised new issues for SMEs and local micro-enterprises, as the e-procurement process tends to favour larger or non-local firms. Research commissioned by Bristol City Council into model clauses and procurement processes that will facilitate a targeting of some contracts to local firms, within the EU procurement and UK Best Value regulations has now been completed and the recommendations are being implemented. For further information contact the Business Support or Corporate Procurement Teams.





APPENDIX 3:

References to the Adopted Local Plan (1997) and the Proposed Alterations to the Bristol Local Plan (2003)

This Appendix provides cross-references to adopted and proposed policies and associated justifications. For this purpose the range of economic contributions are numbered as follows:

EMPLOYMENT

- 1: Using Local Labour in Construction
- 2: Apprenticeships
- 3: Training funds and end-use employment
- 4: Childcare

BUSINESS AND ENTERPRISE

- 5: Support of the local economy
- 6: Support of the social economy
- 7: Flexible business premises
- 8: Retail space for independents and essential goods and services
- 9: Provision of business support
- 10: Retail and business area improvements

COMMUNITY

- 11: Community Endowment Funds
- 12: Company Sponsorship Schemes
- 13: Multi-function Community Facilities

and then cross-referenced to the relevant policy or paragraph in the Adopted Local Plan (1997) or the Proposed Alterations to the Bristol Local Plan (2003).





Local Plan Ref.	Policy Statement	Desired Economic Contribution
EC10	In the case of major industrial and commercial development, a planning obligation will be sought through negotiation, to provide for new or improved social and community facilities on or easily accessible to the site where the need for these arises directly from the development concerned and is necessary for it to proceed. Provision should be fairly and reasonably related in scale and kind to the individual development.	No. 11, 12, 13
IN1 (2003)	The City Council will expect developers to provide or make contributions towards social, economic or environmental investment to reduce the impact of development and ensure all needs are addressed.	All
B4	Developments should aim to provide safe and secure environments	No. 10
6.1.2	Retaining existing jobs and creating new employment opportunities are principal priorities of the Local Plan. Local businesses, by providing employment and income for residents, contribute directly to the prosperity of the city . . . The city council is particularly concerned that there should be a wide range of employment opportunities to meet the needs and aspirations of the resident workforce.	No. 1, 2, 3, 5, 6, 7, 8 and 9
6.1.6 (2003)	. . . Key sectors . . . on which regional and national future prosperity depends . . . (include) vi) Social Economy.	No. 6
6.1.7 (2003)	The growth of the service sector has traditionally had a high proportion of female employees (e.g. medical services, retail, hotels, catering, office work) and as such should therefore be encouraged to be supported by the development of locally based, affordable and accessible childcare for both babies/young children and those of school age.	No. 4
6.3.7	Objective: To achieve community and environmental benefits as part of new economic development.	No. 10, 11, 12 and 13
6.4.4B (2003)	<p>The Local Plan can provide the land use policy framework for effective intervention to secure benefits which may include:</p> <ul style="list-style-type: none"> • An enhanced physical appearance of sites, buildings and their setting • Affordable, well managed premises meeting modern requirements • Better working environment for employees • A more attractive environment for private sector investment <p>Such intervention should be careful not to prejudice valuable existing business space, often small-scale affordable community-related uses.</p>	No. 10
6.4.9 (2003)	<p>Development of land for any employment use should promote employment and equal access to employment by addressing the following issues:</p> <ul style="list-style-type: none"> i) Training, local labour and apprenticeships ii) Childcare iii) Integrated employment opportunities through skills identification iv) Access for disable people; and v) Community benefit 	No. 1, 2, 3, 4, 6, 11, 12 and 13
7.1.7	The city council wishes to ensure good shopping services for all members of the community. Shopping is a basic need and also a major contributor to the physical and social structure of the city.	No. 8



APPENDIX 4

Bristol Charter for Local Recruitment, Training and Enterprise Support

Preface

Bristol, as a leading UK and European city, aims to sustain and strengthen its vibrant economy as one that attracts inward investment and has at its foundation a skilled and motivated local workforce. It is in the interests of local developers, contractors and employers to ensure that barriers to the effective utilisation and up-skilling of the local workforce in all its diversity are removed. Alongside this, there is a need to enable and support the local business community, especially small businesses, to engage with major development and regeneration projects across the city as contractors, sub-contractors and suppliers of goods and services.

In the context of the major development and regeneration activity on-going and scheduled in the city centre and south Bristol over the next 5-10 years, the Bristol Partnership wishes to promote a collective commitment on the part of developers and investors in Bristol to maximise local recruitment, equality of opportunity, training of the local workforce and support of local enterprise in the form of a 'Charter'. This document sets out some basic principles of approach, and refers to associated codes of practice, which investors, developers and major contractors involved in commercial development and mixed use regeneration projects around the city are invited to endorse and use their best endeavours to implement.

The Bristol Charter principles and practical mechanisms will be backed by existing and new public sector initiatives for local employment, training and enterprise support, as well as resources for 'local/community benefit' projects negotiated with developers under Section 106 of the Town and Country Planning Act 1990. Thus the Charter will be promoted to developers and investors from both private and public sectors at

local, regional and national levels. The prime movers of The Bristol Charter are already formally engaged in joint working through the Economy Group of the Bristol Partnership (the local strategic partnership). The initial sponsors so far include Bristol City Council, Jobcentre Plus, Business West and the Bristol Alliance (developers of Broadmead). This group now invites other investors, developers, contractors and local and national employers to endorse the Charter.

The Bristol Charter Commitments

Signatories to the Bristol Charter will use their best endeavours to advance and achieve the following principles and objectives:

1 Local Recruitment and Training

- Recruit from and engage pro-actively with Bristol's local communities, including support of employment and training initiatives operating at local and neighbourhood level, advertising in local media and following national and local models of good practice to ensure that the recruitment process is as open and inclusive as possible.
- Encourage and facilitate their construction and other contractors and employers relocating to commercial development and regeneration sites in Bristol to source their labour and skills needs, as far as possible, from the Bristol workforce – with particular regard to adjacent communities, disadvantaged social groups and neighbourhoods (i.e. the ten Neighbourhood Renewal areas).
- Promote a more diverse Bristol workforce by ensuring that, as far as possible, all contractors and sub-contractors are not





only complying with minimum legal obligations but also striving to follow best practice in equal opportunity recruitment and personnel management. This may include a 'Positive Action' process to recruit and develop employees who are from under-represented groups or are otherwise disadvantaged within the work force.

- Ensure that school and college leavers and people who have been economically inactive for some time are given due opportunity and sufficient training, mentoring or other support to enter or re-enter the local labour market successfully and develop their skills.
- Ensure that the skills and productivity of their existing workforce are enhanced through appropriate in-house or external training, learning and personal development programmes.
- To work with local agencies and networks to target local suppliers, private and social enterprises, including ethnic businesses, based in or serving disadvantaged areas of the city, e.g. Bristol Means Business Consortium, Bristol Social Economy Development Project, Black Business Association, the Asian Business Club, Community Regeneration Partnerships and Neighbourhood Renewal steering / task groups.
- To seek to make adequate provision within medium to larger-scale commercial developments for smaller units and workspace schemes, including flexible lease arrangements, which are designed to meet the needs of new and growing small businesses, including social and ethnic enterprises. (NB. a package of collaborative measures is being piloted by Broadmead Board and BEST, which may provide a model for other developments)

2 Local Enterprise Support

- To make all reasonable efforts to maximise purchasing and contracting of goods and services from appropriate local suppliers (within City of Bristol / West of England sub-region). These efforts should include pro-active measures to publicise and promote supply / tender opportunities to small firms; to facilitate tenders, e.g. considering approaches from consortia of smaller local firms, and dividing contracts into smaller lots.
- To make pro-active use of existing local supplier information bases such as the Bristol Business Directory and Business Match website, the Bristol First Guide to Construction, Planning and Development, Guide to Social Business, the Sustainable Construction Guide and other local directories, e.g. BEST (Bristol East Side Traders) and Avon Local Food Guide, lists of environmental services providers maintained by the CREATE centre and others.
- To undertake joint marketing, promotional and other support initiatives with small businesses located in the same or adjacent areas to the development or belonging to the same sector.
- To communicate and promote activity by their contractors and end users related to local supply and enterprise support objectives, and to undertake to monitor their performance, activities and impacts. To report on a regular basis to the Bristol Partnership and Bristol City Council.



Developer Commitments

Developers signing this Charter will seek to:

- Adopt appropriate operating procedures, consistent with their powers and regulatory framework, in order to implement the foregoing principles
- Cascade the commitments to their partners, contractors, agents, and end-user employers and
- wherever possible, incorporate these principles into their specifications and contract conditions and give them due weight in their procurement process and contract management.
- In the case of construction projects, support the On-Site Bristol Code of Practice.

Employer Commitments

Contractors and major employers signing this charter will seek to:

- Respond with goodwill to a client's commitments and requirements under the Charter
- Ensure that sub-contractors also co-operate fully to implement these commitments and requirements.
- Support the work of the relevant sector or trade training bodies and local training providers; and
- Wherever possible, incorporate these commitments into their specifications and contract conditions, and give them due weight in their procurement process and contract management.

Public Agency Commitments

The employment, training and enterprise support agencies and projects signing this charter will seek to:

- Maximise the resources that are available to support the above aims
- Provide advice to clients and contractors and major employers on a project basis in respect of appropriate Charter actions and sources of funding
- Provide appropriate training, job matching, monitoring and reporting services (within the limits of available resources) and
- Publicise locally the contractor's commitment to the local community, hence maximising local support for the Initiative.

Resources

Action on workforce training and equal opportunities is regarded today as an essential element of good corporate management practice and financial planning, as well as being reinforced by national legislation. These activities should be routine and mainstream with a dedicated budget, but companies and organisations may need to review whether they have allocated sufficient funds.

- To achieve the Charter aims it may be necessary to ask construction contractors and other employers to recruit individuals who cannot achieve productivity levels that are commensurate with that expected of people with their experience or wage requirements. It is recognised that in some circumstances this may only be viable where subsidies can be provided.
- To ensure that the support and monitoring services match the scale of development activity, developers may be asked to set aside a sum as a contribution towards the support, promotion, monitoring and reporting activity.

