

EMPLOYMENT AND SKILLS PLAN ON BEHALF OF LIDL UK GMBH

LIDL, SHRIPNEY ROAD, BOGNOR REGIS PO22 9NN

NOVEMBER 2020

1. Introduction

Rapleys LLP ('Rapleys') act on behalf of Lidl UK GmbH (Lidl) and have been instructed to prepare an Employment and Skills Plan to satisfy the requirements of Condition 19 of the Planning Permission Ref. BE/126/19/PL that sought planning permission for the erection of a 1,410 square metres discount convenience retail food store (Use Class A1) & parking, landscaping & other associated works. Planning Permission Ref.BE/126/19/PL was approved on 18th March 2020.

This statement has adopted the following headers for ease of reference:

1. Introduction;
2. Condition Background;
3. Construction Phase;
4. Post-Construction;
5. Monitoring; and
6. Conclusion.

Each of these will be dealt with in turn.

2. Condition Background

Condition 19 of Planning Permission BE/126/19/PL states:

"Prior to the commencement of development the applicant shall prepare and submit for approval an Employment and Skills Plan. Following approval of the Employment and Skills Plan the developer will implement and promote the objectives of the approved plan."

In line with the Decision Notice, Condition 19 was imposed for the following reasons:

"In accordance with Policy SKILLS SP1 of the Arun Local Plan. It is considered necessary for this to be a pre-commencement condition as it relates to the construction phase of development."

Policy SKILLS SP1 (Employment and Skills) states that *"The Council will encourage development proposals that support the following:*

- a. *Raise skills levels and increase employability;*
- b. *Tackle skills shortages in existing and potential business sector clusters that are, or have the potential to be, strengths in the local economy;*
- c. *Promote skills on strategic housing and employment sites particularly with regard to construction skills;*
- d. *Address barriers to employment for economically inactive people; and*
- e. *Provide for the development of childcare facilities within or close proximity to employment sites."*

The explanatory text of this Policy states that *"Employment and Skills Plans in Arun District will not require any financial payments but will instead deal with site-specific measures delivering jobs and training for local people. These measures will be negotiated on a site by site basis and will not be unduly onerous while still delivering real benefits on the ground".*

3. Construction Phase

In constructing a new store, Lidl generally appoint a main contractor who is responsible for all stages of the store's construction. Lidl always encourages the contractors it appoints to recruit local labour resources and to utilise local supplies and sub-contractors, where required, during the construction process.

4. Post-Construction Phase

There are currently 28 people employed at the existing Lidl store in Bognor Regis. As part of the relocation of the Lidl store, all existing employees will be retained. Further posts are also likely to be created at the new enlarged Lidl store, the precise numbers will be dependent on trading performance when the store is operational.

Lidl has a policy of employing local people from all backgrounds to work in their stores which allows for a short commute to work and for staff to potentially work at short notice. When setting up a new store, Lidl would bring in a manager from another store that ideally has links with the area. This is vital to deliver the necessary experience and leadership during the training period of the new store staff. It is the responsibility of the Store Manager and district manager to recruit and train the necessary numbers of staff prior to store opening. New staffs are recruited from the local community using a variety of methods, including Lidl's own dedicated careers website (careers.lidl.co.uk) local newspaper advertisements, Job Centre advertisements and open days.

In 2015, Lidl became the first British supermarket to adopt the Living Wage, which directly benefitted over 50% of their workforce. Additionally, as of 1st March 2020, Lidl have given all hourly-paid colleagues a pay rise, directly benefitting over 19,000 people within our workforce. This clearly indicated Lidl's dedication towards job retention and employee satisfaction.

Lidl Career Programme

Lidl has a range of career pathways for internal candidates once they have joined the business. The internal recruitment process is open and transparent and allows for each employee to apply for roles at one level above their current role. Internal candidates would be required take part in an internal interview/assessment in order to be successful with their promotion. There are three levels of management within our store structure; Shift Manager, Deputy Store Manager and Store Manager. Lidl Great Britain Ltd has an excellent record of providing opportunities for our employees to progress into these roles.

In addition to the internal recruitment process, there is also a dedicated graduate programme that existing employees can apply for. These are national two year programmes that allow the applicant to explore different areas of the business and develop key management skills. This is open to any employee with a degree and out of their probation period.

Lidl Employee Training Plan

In addition to recruiting a local work force, Lidl runs comprehensive management development and training programmes, enhancing skills of staff and maximising staff retention.

Lidl ensures that each employee is provided with a Training Mentor prior to the Welcome Day event, which includes providing Customer Assistants with the details of their shifts for the 3 upcoming weeks. The Welcome Day event is held in order to introduce the employee to the company, provide background in respect of Lidl as a business and also allowing the employee to meet with the senior managers, a regional training consultant and a personal welfare consultant. The event gives the opportunity to ensure that all new employees are provided with all necessary contacts for any queries or questions they may have during their employment with the business. The Welcome Day event gives them the opportunity to have a tour around the company Regional Distribution Centre to provide a greater insight of how Lidl operates a business.

All Customer Assistants are trained using an online learning system (LEON), which includes step-by-step guidance on how to approach each module of the training course i.e. how to check freshness of food etc. Following the online training, the employees are then required to undertake the practical aspect of the training with their Training Mentor, which takes place on the shop floor.

In order to accommodate the training of the new employees, the store is given additional hours within the week and to spend on training. These hours are worked into both the employees and Training Mentors rotas, with additional staff being brought in to ensure the trainer and trainee are not pulled away from the training session to assist the customers. Once the practical exercise is completed, each Customer Assistants is required to complete an online test using the LEON system. Modules of basic Lidl training include the following 9 aspects:

1. Cleanliness and Tidiness;
2. Customer Service;
3. Fruit and Veg;
4. Food Safety;

5. Health and Safety;
6. Tills;
7. Working Stock;
8. Inventory; and
9. Knowledge Assessment (has the learning objective been achieved)

In addition, employees are given the option to be re-trained on 2 modules per annum and provided with the opportunity to request more advanced modules such as baking / baking plans. In terms of the career progression within the company, employees are provided with the two main paths that will allow them to move up within the company:

1. SMDI (Store Manager Development Initiative) where a Deputy Manager has the opportunity to undertake an assessment centre to become a Store Manager (company car option available); or
2. LTA (Lidl Training Academy) where Store Assistants can request additional training to become a Duty Manager, with a further opportunity to become a Store Manager. The training is focused on aspects such as ordering, rota planning, conflict management, grievance, time management and other skills expected from a Manager.

Therefore, any employee joining Lidl has the opportunity to progress within the business.

Further to the above, Lidl is an equal opportunities employer with a strong social inclusion policy. The following extract is taken from Lidl's employee handbook, which sets out the company's equal opportunities stance:

"Lidl is an equal opportunities employer. We wish to ensure that employees are treated, trained and promoted, and job applicants are selected on the basis of their respective skills, talents, performance and experience, without reference to their sex, marital status, race, colour, nationality, ethnic origin or disability. Whilst the company strives to realise these principles, it is your responsibility to ensure that they are applied in practice. We will not tolerate any form of harassment and we will seek to ensure that your working environment is free from prejudice. Harassment at work is unlawful."

5. Monitoring

Lidl will continue to monitor the Employment and Skills Plan to ensure that any new employment opportunities will be available for local people. Lidl will also continue to monitor the progress of existing employees, ensuring that access to training opportunities is transparent and easily accessible.

6. Conclusions

This Employment and Training Method Statement has been prepared by Rapleys LLP (Rapleys) on behalf of Lidl UK GmbH (Lidl) to satisfy the requirements of Condition 19 of the Planning Permission Ref. BE/126/19/PL that aim to secure the recruitment of local residents, as well as access to training and experience opportunities. As outlined above, the statement has clearly demonstrated that Lidl has endeavoured to meet the needs which have been set out within Policy SKILLS SP1. On this basis, it is considered that the information provided is sufficient to discharge Condition 19.