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**CITB IN PARTNERSHIP**

# Building the Future Workforce

**A guide for  
construction  
employers in the  
South West 2024/25**



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**BI-ANNUAL NEWSLETTER**



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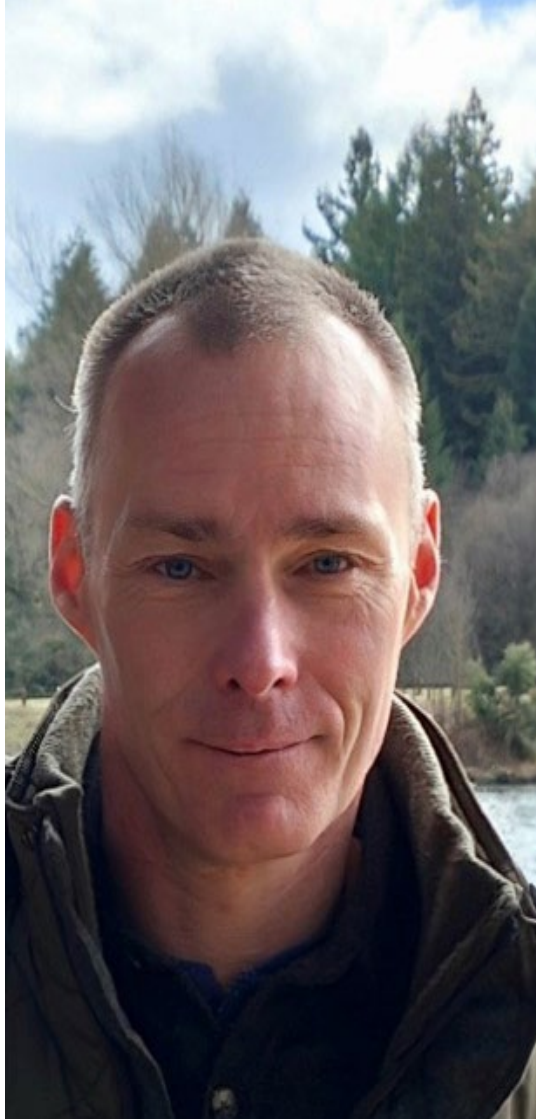
# INTRODUCTION

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Welcome to the South West Engagement Team's first bi-annual newsletter which aims to highlight the range of support available to you as a CITB Levy-registered employer. Our experienced team of Local Advisers are here to support you in achieving a skilled, competent and inclusive workforce both now and in the future.

## Laurence Stone

Senior Customer Engagement Manager  
CITB South West



## The South West Construction Landscape

The South West has an average annual output growth rate of 1.9% over the next five years, which is lower than the UK rate of 2.4%. This is due to a combination of a drop in new work for 2024, which picks up from 2025 onwards, alongside low growth for the R&M sectors from 2025.

The sectors with the highest average growth rates are public non-housing (3.0%), and non-housing R&M (2.9%). Though 2024 looks to be another tough year for private housing in the region, the sector will see 2.8% growth over the 5-year outlook with construction output value increasing by almost £330m.

The average annual recruitment requirement in the South West is set to average 3.4% based on 2023 workforce levels, which is higher than the UK figure of 1.9%.

This means the construction industry would have to increase current recruitment by the equivalent of 8,480 new workers each year to deliver the expected work between the start of 2024 and end of 2028.

The occupations with the strongest recruitment requirement values are:

- professionals and technical staff working in construction (1,880 per year);
- non-construction professional, and technical office-based staff (1,750 per year);
- and Carpenters and joiners (1,320 per year).

There will also be pressure on occupations such as architects (10.0%), roofers (9.1%), and labourers (8.3%) where demand is high compared to their workforce level.



# HOW WE CAN SUPPORT YOU

Did you know that since April 2024, the South West Engagement Team has:

- ✔ Supported over **2500 employers** to access over **£9.9 million of grant** and approximately **£1.4 million of skills and training funding**.
- ✔ Utilised **Employer Networks** to support over **165 employers** with accessing more than **3500 learning days** (2000 learners), amounting to over **£550,000 of support**.
- ✔ Supported the **recruitment of over 220 apprentices** to the construction industry.
- ✔ Worked with on-site hubs to train over **800 individuals** to become **employment and site ready** with almost **400 of these securing employment** within the construction sector.
- ✔ Helped support over **5500 work experience sessions**.



# THE SOUTH WEST OFFER

The CITB South West engagement Team is here to support you with all of your training, skills and recruitment needs and to help ensure you make full use of your levy payment.

Some of the products and services that are available to you include:

**Access to grants** – a wide range of grants are available to support your training needs; from short duration course such as SMSTS, to NVQs, to apprenticeships and degree programmes [www.citb.co.uk/levy-grants-and-funding/grants-and-funding/about-citb-grants-scheme](http://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/about-citb-grants-scheme)

**Employer Networks** – a simpler way of accessing funding for all your training needs; no need for grant claims and we source and book the training for you [www.citb.co.uk/levy-grants-and-funding/grants-and-funding/employer-networks](http://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/employer-networks).

**Skills and Training Fund** – access between £2,500 and £50,000 (dependent on PAYE) every

year to support your training needs [www.citb.co.uk/levy-grants-and-funding/grants-and-funding/skills-and-training-fund](http://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/skills-and-training-fund).

**Apprenticeship support** – thinking of taking an apprentice? Our experienced team of New Entrant Support Advisers provide dedicated apprenticeship support for employers. Access an attendance grant of £2,500 per year and an achievement grant of £3,500 per apprentice [www.citb.co.uk/courses-and-qualifications/citb-apprenticeships](http://www.citb.co.uk/courses-and-qualifications/citb-apprenticeships).



**Support with recruitment** – offering work experience is an excellent way of tackling your recruitment needs and financial support is available through our Into Work Grant [www.citb.co.uk/levy-grants-and-funding/grants-and-funding/qualification-grants/into-work-grant](http://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/qualification-grants/into-work-grant).

**Accessing new entrants** – our onsite hubs are designed to help new entrants into the construction industry, directly supporting your recruitment needs [www.citb.co.uk/levy-grants-and-funding/funded-projects/live-funded-projects/onsite-experience-hubs-england](http://www.citb.co.uk/levy-grants-and-funding/funded-projects/live-funded-projects/onsite-experience-hubs-england).

**Training Groups** – your local training group provides invaluable support in accessing high quality, cost-effective training [www.citb.co.uk/standards-and-delivering-training/training-groups/find-a-training-group](http://www.citb.co.uk/standards-and-delivering-training/training-groups/find-a-training-group).

**Industry Impact Fund** – we are looking to fund projects of up to £500,000 to help tackle any challenges your business may be facing around: net zero; digital skills; staff retention; productivity; Equality, Diversity and Inclusivity; and shortage of trainers and assessors [www.citb.co.uk/levy-grants-and-funding/grants-and-funding/industry-impact-fund](http://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/industry-impact-fund).

**Leadership and Management** – we have a range of options available to support all your leadership and management training needs [www.citb.co.uk/courses-and-qualifications/find-a-training-course/leadership-and-management-training](http://www.citb.co.uk/courses-and-qualifications/find-a-training-course/leadership-and-management-training)

**National Skills Academy for Construction (NSAfc)** – a framework to help you meet the social value obligations imposed by clients [www.citb.co.uk/standards-and-delivering-training/national-skills-academy-for-construction](http://www.citb.co.uk/standards-and-delivering-training/national-skills-academy-for-construction).

**Access to skills, training and guidance around Net Zero** – our employer Net Zero toolkit, combined with an extensive network of green skills stakeholders across the South West can help all your Net Zero needs [www.citb.co.uk/about-citb/what-we-do/plans-and-performance/net-zero-action-plan](http://www.citb.co.uk/about-citb/what-we-do/plans-and-performance/net-zero-action-plan).



# MEET THE TEAM

**You are probably aware** of CITB and have heard about the levy - **however did you know that a lot of companies registered with CITB do not pay a levy but can still have access to all the grants and funds that CITB offers?**

To learn more about the levy and dispel the myths visit [www.citb.co.uk/courses-and-qualifications/citb-apprenticeships/take-on-an-apprentice/apprenticeship-levy](http://www.citb.co.uk/courses-and-qualifications/citb-apprenticeships/take-on-an-apprentice/apprenticeship-levy).

Alternatively, please speak to your local **CITB Engagement Advisor** on this or anything else:

## Bath & North East Somerset

Georgia Rowland Tel: 07435 184 810  
Email: [georgia.rowland@citb.co.uk](mailto:georgia.rowland@citb.co.uk)

## Bristol & South Gloucestershire

Justine Simpson Tel: 07920 370 284  
Email: [justine.simpson@citb.co.uk](mailto:justine.simpson@citb.co.uk)

## Cornwall & Isles of Scilly

Karen Blacklaw Tel: 07775 805 033  
Email: [karen.blacklaw@citb.co.uk](mailto:karen.blacklaw@citb.co.uk)

## Dorset

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## North Devon & Exeter

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Email: [darren.murrish@citb.co.uk](mailto:darren.murrish@citb.co.uk)

## Somerset

Florence Hale Tel: 07825 421 068  
Email: [florence.hale@citb.co.uk](mailto:florence.hale@citb.co.uk)

## South Devon

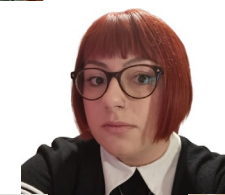
Angus Hamilton Tel: 07876 790 029  
Email: [angus.hamilton@citb.co.uk](mailto:angus.hamilton@citb.co.uk)

## West Hampshire & The Isle of Wight

Jacquee Say Tel: 07917556997  
Email: [jacquee.say@citb.co.uk](mailto:jacquee.say@citb.co.uk)

## All Areas

Alison Berry  
Email: [alison.berry@citb.co.uk](mailto:alison.berry@citb.co.uk)





# EMPLOYER NETWORK

This is an exciting opportunity which simplifies access to the support and funding you may need to upskill your workforce.

It really is as simple as telling us what training your business and employees need and CITB will do the rest of the work for you. This includes:

- ✓ Checking whether the training is available locally,
- ✓ Identifying a suitable training provider,
- ✓ Paying the training provider directly to deliver the training to you.

We encourage new and innovative training such as net zero, digital skills or mentoring, so long as the focus of the training is construction-specific and for the benefit of the construction industry.

At the heart of your local network will be an employer steering group. This group will tell us how you want the funds used in our local area. To find out more or get involved, speak to your local

adviser.

Training will be part funded by the CITB. Any remaining balance due should be paid directly to the training provider on receipt of the training provider's invoice.

Any training part funded by CITB via this initiative can only be funded once and you are not entitled to claim further funding (i.e. double funding) for this training.

We do not fund any activity that is explicitly out of scope. If you are unsure whether the training is out of scope, please contact your local adviser for further information.

Where possible we will use Approved Training Organisations to deliver the training to ensure the quality of the courses.

**86%** of employers in the pilot said the process of accessing training was simpler through Employer Networks.

## Why don't you join them?



## GET SUPPORT TO GROW YOUR BUSINESS

| TYPE OF GRANT                 | DESCRIPTION OF FUNDING  |
|-------------------------------|---|
| SHORT COURSE GRANTS           | Grants for the achievement of approved short courses, which last from 3 hours to 29 days including Leadership & Management. <a href="http://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/short-course-grants/applying-for-short-course-grants">www.citb.co.uk/levy-grants-and-funding/grants-and-funding/short-course-grants/applying-for-short-course-grants</a>  |
| SHORT QUALIFICATION GRANTS    | Grants for the successful completion of approved short qualifications (NVQ, NEBOSH etc) which take less than one year. <a href="http://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/qualification-grants/short-qualification-grant/short-qualifications-we-pay-grant-for">www.citb.co.uk/levy-grants-and-funding/grants-and-funding/qualification-grants/short-qualification-grant/short-qualifications-we-pay-grant-for</a> |
| LONG QUALIFICATION GRANTS     | Grants for approved higher level qualifications (HNC, HND, degree etc) which take more than one year to complete on a part time basis. <a href="http://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/qualification-grants/long-qualification-grant">www.citb.co.uk/levy-grants-and-funding/grants-and-funding/qualification-grants/long-qualification-grant</a>   |
| APPRENTICESHIP GRANTS         | £2,500 per year attendance grant paid every 13 weeks. £3,500 achievement grant on successful completion. *Additional funding for a Drylining Apprenticeship. <a href="http://www.citb.co.uk/courses-and-qualifications/citb-apprenticeships">www.citb.co.uk/courses-and-qualifications/citb-apprenticeships</a>   |
| SKILLS & TRAINING FUND        | Supports employers with their training programme including Leadership & Management. <a href="http://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/skills-and-training-fund">www.citb.co.uk/levy-grants-and-funding/grants-and-funding/skills-and-training-fund</a>  |
| EMPLOYER NETWORK              | Alternative method of funding with a flexible approach. CITB can organise training at your request through Approved Training Organisations (ATO) and pay at least 70% of the cost of the course directly to the ATO. See pages <b>12 &amp; 13</b>   |
| NATIONAL CONSTRUCTION COLLEGE | Open and ready to provide vital and value training for you/your business. Three locations, nationwide. <a href="http://www.citb.co.uk/national-construction-college">www.citb.co.uk/national-construction-college</a>   |

# Apprenticeships simplified for you

From the NEST Team



Find out more:



Are you interested in taking on an apprentice, but unsure where to start?

Your local **CITB New Entrant Support Team** are here to help every step of the way.

### 1. Recruitment

We'll signpost you to useful employment resources and help advertise your apprenticeship vacancy on Talentview to attract potential candidates and let them find you – all for free. We'll help you get the right apprentice.

### 2. CITB Funding

We'll make sure you're set up to receive CITB apprenticeship grants:

- Attendance grant: £2,500 (per year, per apprentice)
- Achievement grant: £3,500 (on successful completion of the apprenticeship).

### 3. Admin

We'll help you sort the paperwork, liaise with the training provider, set up your Government Digital Account and more, so you can focus on the job.

### 4. Retention

We'll keep in touch to make sure you have the support you need to help your apprentice achieve and become a fully-fledged employee on completion.

Get in touch [newentrant.team@citb.co.uk](mailto:newentrant.team@citb.co.uk)



## TRAINING GROUPS

**Training Groups** are collections of local construction companies in the South West, helping you to access high-quality, cost-effective training. The groups are funded by CITB and are a great way of getting knowledgeable and effective assistance with your training requirements.

Your Training Group can assist you with booking discounted courses for the training your business needs, advise you on mandatory and skill-specific requirements, and help you access CITB grants & funding [www.citb.co.uk/levy-grants-and-funding/grants-and-funding](http://www.citb.co.uk/levy-grants-and-funding/grants-and-funding).

Training Groups also provide excellent CPD opportunities to their members, convening group meetings to help keep you up-to-date with the latest issues in construction, such as changes to the Building Safety regulations.

We have local Training Groups in the South West covering Cornwall, Devon, Plymouth, Somerset, Avon, Gloucestershire, Hampshire and the Isle of Wight, plus we have three specialist training Groups for employers in the roofing, stonemasonry and historic post & beam carpentry sectors.



If you would like to find out more or join your local Training Group then please visit the CITB website to find your local group's contact details.





## NATIONAL SKILLS ACADEMY FOR CONSTRUCTION (NSAfC)

**CITB's National Skills Academy for Construction** is a framework for projects with a minimum value of £1 million, which is aligned to social value measures required by publicly-funded projects for procurement of their work. These measures include local careers interventions, project work placements, and jobs created by the project.



CITB has created seven Employment & Skills benchmarks which give contractors and/or local authorities a tool to support their supply chain with the achievement of social value KPIs.

Applications to become NSAfC-approved are welcome at any time. The framework is free to use and your local CITB staff can help you to put together your application.

For more information please visit [www.citb.co.uk/standards-and-delivering-training/national-skills-academy-for-construction](https://www.citb.co.uk/standards-and-delivering-training/national-skills-academy-for-construction) or email [chris.gingell@citb.co.uk](mailto:chris.gingell@citb.co.uk). Tel: 07771 814 829.

## FAIRNESS, INCLUSION & RESPECT (FIR)

Creating a fair, inclusive and respectful workplace where people want to work is key for small construction employers to overcome recruitment and retention challenges.

The [Supply Chain Sustainability School](#) offers free education pathways, training and resources to help businesses adopt sustainable practices across their supply chains.

They also lead the [Fairness, Inclusion & Respect \(FIR\) Programme](#) for the industry, improving workplaces for

everyone. With free workshops, webinars and masterclasses, a tailored FIR Growth Assessment for businesses, a dedicated FIR Ambassador program, and other initiatives, the School helps businesses tackle cultural and behavioural challenges to see them thrive and contribute to an industry that is truly inclusive and successful.

See [www.supplychainschool.co.uk/about/membership](http://www.supplychainschool.co.uk/about/membership)

### FIR TOOLKIT FOR EMPLOYERS

- CPD Accredited Modules
- Virtual & Face to Face workshops
- Guidance and Tools
- Case Studies
- Video Toolbox Talks



Examples of the range of courses and CPD-accredited learning available can be seen...



***“Promoting a culture of fairness, inclusion and respect brings many business benefits to the companies that work to achieve it.***

***As a sector, we need to embrace FIR in order to attract, recruit, train and retain the skills in order to address the industry-wide skills shortage.***

***Clients and large contractors are increasingly expecting their supply chain partners to work with them to achieve this”***

VISITOR



# CITB COMMISSIONED PROJECTS

Each year CITB work with the construction industry to understand the challenges it faces to help us determine where best we can support the industry and where investing resources will be of most benefit. Our funded projects are in line with CITB's Strategic Plan to support the skills and needs of the British construction industry. We aim to develop projects that help the construction industry to:

- Make construction an attractive career prospect
- Ensure training and development meets employers' needs
- Use innovation to respond to new challenges in construction



To search for projects CITB has funded in the past visit <https://citb.euwest01.umbraco.io/levy-grants-and-funding/funded-projects/funded-projects-library>

Our current live Commissioned Funded projects include [www.citb.co.uk/levy-grants-and-funding/funded-projects/live-funded-projects](http://www.citb.co.uk/levy-grants-and-funding/funded-projects/live-funded-projects)

## Attracting New Talent

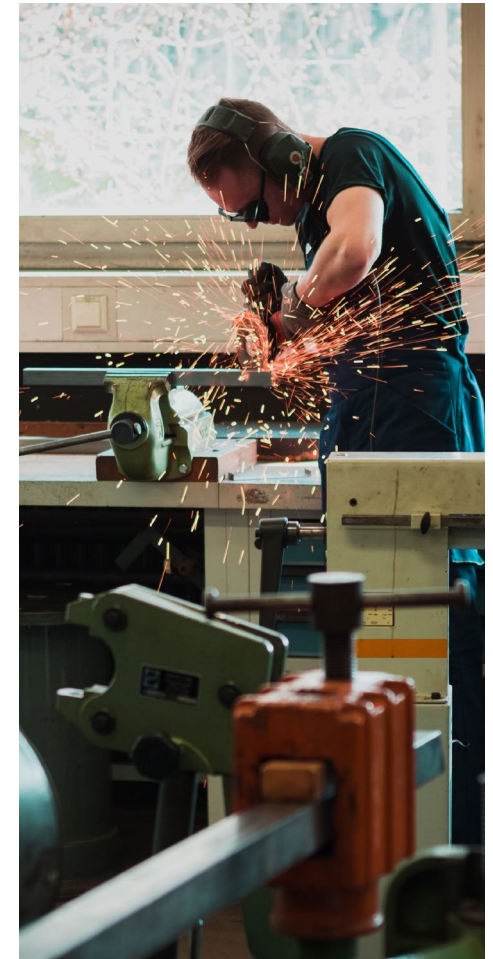
**Virtual Tasters** - Positively promotes construction as an aspirational career path and supports individuals to make good career choices via a three-

minute pre-taster video and supporting learning materials.

## Recruiting New Entrants:

**England Construction Opportunities new entrants** - Focuses on the support provided in the workplace during a new entrants first year in construction. This will be through job coaching, mentoring, employer engagement, peer and buddy systems or other appropriate support measures to improve the quality and retention of new entrants.

**Onsite Experience Hubs** - In 2019 CITB launched the Onsite Experience Hubs to help address the complex recruitment challenges facing the construction industry in England and Wales. The Hub's aims are to deliver new entrants to the industry that are job-ready and have had an onsite experience. Any employers, seeking to fill in-scope vacancies can be directed to these hubs for support with their construction recruitment.



## Inspiring Change:

### GIRI Training Commission (Get It Right Initiative)

GIRI's accredited training scheme directly targets the root causes of error and empowers companies, project teams, and individuals to get it right first time. This commission supports employers to become GIRI Approved Training Providers thus equipping appropriate internal trainers with the skills, knowledge, and tools to deliver GIRI accredited training to their own workforce and supply chain.

### Equality, Diversity and Inclusivity Commission

To ensure that industry has enough people to deliver the pipeline of work, we need to recruit more people from diverse backgrounds and improve retention across the industry. This commission provides a range of training materials and webinars that cover various equality, diversity and inclusivity topics and how they can impact the workforce.



## Further Education:

### Leadership and Management Direct Delivery

- Provides 10,500 fully funded ILM leadership and management courses and qualifications to front-line managers, site supervisors and site managers in England, Scotland and Wales. There is a fee of just £151 to register with the awarding body.

### Brickwork and Roofing Masterclasses

- Delivers sessions that offer practical guidance on improving quality and promote awareness of good practice in brickwork and roofing.



**Brickwork Upskilling** - High quality on and off-site training courses for Bricklayers, through the delivery of 16 short duration training courses offered to

further education and skilled workers. Support the training of further education tutors to enable continuous delivery post funding.

**Roofing Training and Apprenticeships** - Delivers specialist apprenticeships and pre-apprenticeship study programmes for all three roofing disciplines: (Slating/Tiling, Sheeting/Cladding, and Waterproof Membranes).

**Scaffolding Instructors** - Aims to increase the numbers of scaffolding assessors to support the increasing requirement for qualified scaffolders and to ensure that there are enough scaffolding assessors in regions across the country where there is increasing need and requirement.

**Institute for Carpenters** - Develops and tests the IOC's Mentoring Champions Programme which encourages and supports learners and apprentices in their training and into their career.

For information on any of our projects, please visit: [www.citb.co.uk/levy-grants-and-funding/funded-projects/live-funded-projects](http://www.citb.co.uk/levy-grants-and-funding/funded-projects/live-funded-projects) or email: [commissioning@citb.co.uk](mailto:commissioning@citb.co.uk)



# CECA SOUTH WEST

Both **CECA (the Civil Engineering Contractors Association)** and **CITB** work and cooperate closely for the benefit of civil engineering contractors in terms of recruitment, training and skills.

CECA is a not-for-profit trade association operating nationally across eight distinct regions and representing over 300 member companies. This equates to over 80% of all civil engineering infrastructure built and maintained in the UK.

One of these CECA regions, CECA South West is particularly active in supporting the resources and skills so desperately needed in our industry which it does by various means:

**CECA South West Foundations Group** comprises young civil engineers and technicians who promote civil engineering as a future career option in schools and colleges, giving presentations, attending careers fairs etc. The Group has produced promotional videos (targeting both engineers and apprentices) and also hosts a stand at the annual National Apprenticeship Show in Exeter which CITB helps to fund.



**CECA 'Young Achiever' Awards** are given to young engineers, quantity surveyors and apprentices at an annual event in Torquay to recognise and celebrate their attainments and successes in the workplace.

**Client Engagement** helps to foster good communications between contractors and their customers. CECA regularly facilitates engagement with local authorities and county councils, water and energy companies, National Highways, Network Rail, the EA and numerous private sector clients. This provides contractors with visibility of the work pipeline which in turn gives them the confidence to take on apprentices and upskill their employees.

**New Construction Schools** like AccXel are actively supported by CECA South West and work is ongoing

with a number of private clients and FE colleges to establish new training facilities with practical outdoor learning spaces right across the region.

**In-House Training and Events** provided by CECA South West serve to create a more highly skilled, better informed and operationally safer workforce. A wide range of NEC4, health and safety, management development and digital leadership training courses are on offer year-round. CECA's recent 'Safe Digging' event at Exeter Racecourse brought together all strands of the workforce by sharing best practice when working in and around buried services and demonstrating innovative techniques used in the field. Over 100 contractors attended the day-long conference and exhibition.



CITB and CECA South West will continue to collaborate and support one another for the benefit of our industry and I would personally like to thank CITB's Laurence Stone for all does in keeping CECA South West members' interests foremost.

**Paul Santer**  
Regional Director  
CECA South West





## APPRENTICESHIPS & LONG PERIOD QUALIFICATIONS - SOUTH WEST DIRECTORY



### BRISTOL



CITY OF BRISTOL COLLEGE

07977 222682

[apprentice@cityofbristol.ac.uk](mailto:apprentice@cityofbristol.ac.uk)

GREENLIGHT SAFETY & TRAINING

0117 4320 030

[lara@greenlightsc.co.uk](mailto:lara@greenlightsc.co.uk)

ON SITE BRISTOL

0117 352 1960

[sarah.bhagotra@bristol.gov.uk](mailto:sarah.bhagotra@bristol.gov.uk)

SGS COLLEGE

0800 056 7253

[info@sgscol.ac.uk](mailto:info@sgscol.ac.uk)

UWE BRISTOL

0117 965 6261

[infopoint@uwe.ac.uk](mailto:infopoint@uwe.ac.uk)



### CORNWALL



CORNWALL COLLEGE

0330 123 2523

[enquiries@cornwall.ac.uk](mailto:enquiries@cornwall.ac.uk)

TRURO & PENWITH COLLEGE

01872 305 000 / 01736 809 000

[apprenticeships@truro-penwith.ac.uk](mailto:apprenticeships@truro-penwith.ac.uk)



### DEVON



CITY COLLEGE PLYMOUTH

01752 305 300

[info@cityplym.ac.uk](mailto:info@cityplym.ac.uk)

CTSW SKILLS LTD

01752 782 046

[learning@ctswskillsltd.co.uk](mailto:learning@ctswskillsltd.co.uk)

EXETER COLLEGE

01392 400 800

[apprentices@exe-coll.ac.uk](mailto:apprentices@exe-coll.ac.uk)

GREENLIGHT SAFETY & TRAINING

01752 604 713

[enquiries@greenlightsc.co.uk](mailto:enquiries@greenlightsc.co.uk)

PETROC COLLEGE

01271 852 419

[apprenticeshipteam@petroc.ac.uk](mailto:apprenticeshipteam@petroc.ac.uk)

PGL TRAINING

01392 437 373

[enquiries@pgltraining.com](mailto:enquiries@pgltraining.com)

SKILLS GROUP

01752 332 441

[enquiries@skillsgroupuk.com](mailto:enquiries@skillsgroupuk.com)

SOUTH DEVON COLLEGE

0800 038 0123

[employers@southdevon.ac.uk](mailto:employers@southdevon.ac.uk)

SOUTH WEST ROOFING TRAINING GROUP

01395 233 667

[gto@swrtg.co.uk](mailto:gto@swrtg.co.uk)

UNIVERSITY CENTRE SOUTH DEVON

0800 021 3181

[university@southdevon.ac.uk](mailto:university@southdevon.ac.uk)

UNIVERSITY OF EXETER

01392 661 000

[www.exeter.ac.uk/about/enquiry](http://www.exeter.ac.uk/about/enquiry)

UNIVERSITY OF PLYMOUTH

01752 585 858

[admissions@plymouth.ac.uk](mailto:admissions@plymouth.ac.uk)



### DORSET



BOURNEMOUTH & POOLE COLLEGE

01202 205 500

[enquiries@bpc.ac.uk](mailto:enquiries@bpc.ac.uk)

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