



**CITB IN PARTNERSHIP**

# Building the Future Workforce

**A guide for  
construction  
employers in the  
West Midlands 2024**

**Meet  
SECTION 106  
Requirements**



# INTRODUCTION

According to the latest **Construction Skills Network** data, from 2024 to 2028 the West Midlands will need an extra **35,600** construction workers.

Across the UK, we see the construction industry having a **long term challenge** when it comes to recruiting workers.

Construction workers are still in demand and relatively low levels of unemployment leads to competition for workers. Employers that can understand and meet what workers value the most are the ones that are more likely to be successful at attracting and retaining new staff.

The very nature of construction is also changing. The need to reduce carbon emissions for new and existing buildings, improve energy efficiency and switch to renewables, waste less, consume and reuse more sustainable materials, and adoption of

'smart' and connected services - all create new opportunities but also place new demands on the industry as a whole.

The data also shows us that the **construction needs to increase in diversity as well as in volume.**

Women make up 14% of the construction workforce (only 2% if looking at technical roles) and workers from ethnic minorities just 6%, despite accounting for 50% and 14% respectively of the total working age population.

This e-book provides information, resources and links for construction employers in the West Midlands on the various ways they can attract new talent to their businesses and to the industry.

[Contact us at citb.co.uk](https://www.citb.co.uk)



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# MEETING SECTION 106 AGREEMENTS

A Section 106 (S106) agreement is a legally binding agreement or “planning obligation” between a local planning authority, and a property owner, such as a local authority. The purpose of a S106 agreement is to mitigate the impact of the development on the local community and infrastructure.

Examples of obligations include:

- Traffic calming measures or road improvements
- Enhancement of the local environment
- Replacement of local wildlife habitats
- Providing community / educational facilities
- Affordable housing
- Local employment initiatives

As a small business or employer, meeting Section 106 requirements can be even more challenging as you juggle more limited time, resources and margins.

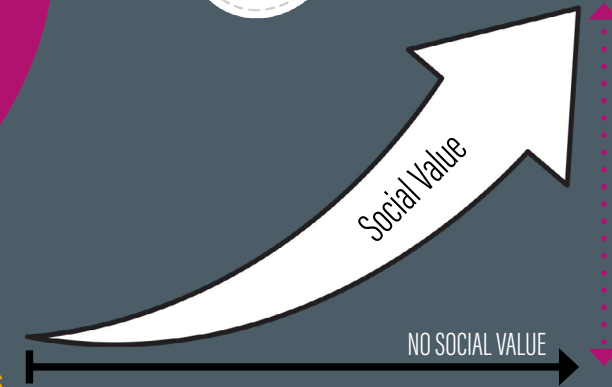
This means that any commitments you make can have a big impact on your time and workforce. This guide focuses on employment and skills initiatives.

To save you time looking for support and resources, take a look through some examples and resources in this guide.



## Outcomes

- A more sustainable, resilient business
- A diverse, inclusive workforce
- Recruitment demand easier to fulfill
- Safer communities
- Better accessibility to the workplace
- Money is spent within communities
- New ideas and innovation



DIFFERENCE  
RESULTING IN  
**SOCIAL IMPACT**

## Activities

- Including the community in your projects
- Recruiting locally and in an inclusive way
- Offering the Living Wage
- Investing in skills and training
- Offering supported employment routes, from work trials to Apprenticeships, unemployed to ex-offenders AND reasonable adjustments

# SO HOW DOES THIS RELATE TO MY BUSINESS?

## Winning contracts

Describing what difference your organisation can make is often a requirement during the tendering process or when you bid for work/contracts.

## Strengthening communities and the supply chain

Some of these relate to the use of local labour, the training of apprentices and the provision of work experience and taster sessions.



**It is this part of social value that this guide aims to help construction employers with, by providing a brief explanation of each aspect and sources of support and further information.**

Image: <https://www.constructionline.co.uk/buyers/social-value/>

# STRENGTHENING COMMUNITY RELATIONSHIPS

There are known challenges with recruiting and retaining the construction talent pool, these are amplified by an ageing workforce, a migration of labour and a difficulty in attracting diverse employees.

This puts pressure on existing construction businesses to fulfil the sustained demand. By offering employer encounters and opportunities for people to experience working in construction, you will not only help to inspire and create the future construction talent pipeline but build your future workforce.

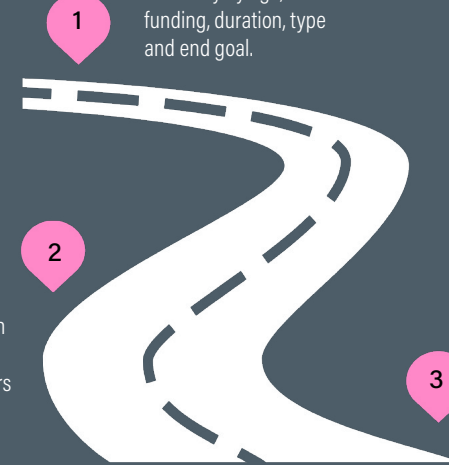
## Compare your options

using the Route Summary by age, funding, duration, type and end goal.

## See something you like?

Want to discuss? Descriptions of each programme can be found in the guide - including a local directory of providers we are connected with!

**Click and Go!** Contact Details are in the back page - reach out for a friendly chat - they would love to hear from you!



# CREATING SOCIAL VALUE THROUGH RECRUITMENT & TRAINING

# COMPARE OPTIONS

	EMPLOYER CONSIDERATIONS						WHO CAN APPLY?						
	Is a contract of employment Req'd?	Is there support for the employer?	Is it flexible?	Is there employer funding or subsidies?	End goal of placement or programme	Duration	Age range	Unemployed	Employed	Career changers	In full-time education	In part-time education	Not in education employment or training?
APPRENTICESHIPS	Y	Y	Y	Y	Qualification	12 months	16+ including mature adults	Y	Y	Y	Y	Y	N
BUSINESS OR PERSONAL MENTORING	N	Y	Y	N	Depends on scheme	Depends on scheme	14+	Y	N	Y	Y	Y	Y
ADULT CAREERS OR WORK TASTERS	N	TBC*	Y	N	Experience	1 day to 1 week	16+ including mature adults	Y	Y	Y	Y	Y	Y
CAREERS & MOCK INTERVIEWS	TBC*	Y	Y	N	Experience	1 day to 3 months*	16-19	N	N	N	Y	Y	N
CAREERS & MOCK INTERVIEWS	N	Y	Y	N	Experience	1 hour to 1 day	14+	Y	Y	Y	Y	Y	Y
INDUSTRY INSIGHT AND ENTERPRISE DAYS	N	Y	Y	N	Experience	1/2 or full day	7+	N	N	N	Y	Y	N
EMPLOYABILITY SUPPORT	TBC*	Y	Y	TBC*	Experience	Up to 6 weeks	16+ including mature adults	Y	Y	Y	Y	Y	Y
SCHOOL PLACEMENT	N	Y	N	N	Experience	1-2 weeks	14-16	N	N	N	Y	Y	N
SECTOR BASED WORK ACADEMIES	N	Y	Y	N	Employment	Up to 6 weeks	18+	Y	N	N	N	N	Y
T-LEVELS PLACEMENT	N	Y	Y	N	Qualification	Up to 45 days	16-19	N	N	N	Y	N	N
SHARED APPRENTICESHIPS	Y	Y	Y	Y	Qualification	Min 12 months	16+	Y	N	N	N	Y	Y
UNIVERSITY INTERNSHIP	Y	Y	N	Y	Qualification	3-12 months	18+	N	N	N	Y	Y	N
UNIVERSITY PLACEMENT	N	Y	Y	N	Experience	3-5 weeks*	18+	N	N	N	Y	Y	N
WORK SHADOWING	N	TBC*	Y	N	Experience	1 day to 1 week	16+ including mature adults	Y	Y	Y	Y	Y	Y

TBC\* please check with individual provider

# SCHOOL 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 <https://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

### CPD-accredited E-learning modules

<p><b>1hr</b></p>  <p><b>FIR on site: Why it matters</b> <i>For site management</i> What FIR means; why FIR matters; employer and employee rights and responsibilities (Equality Act 2010).</p>	<p><b>1hr</b></p>  <p><b>Achieving business success through FIR</b> <i>For directors and managers</i> What FIR is and its business benefits as well as risks associated with not progressing FIR.</p>	<p><b>30m</b></p>  <p><b>Setting up an inclusive workplace</b> <i>For project directors and managers</i> A step-by-step guide for good practice via a recruitment process flowchart.</p>
<p><b>1hr</b></p>  <p><b>Recruiting fairly and inclusively</b> <i>For managers and supervisors</i> A step-by-step guide for good practice via a recruitment process flowchart.</p>	<p><b>45m</b></p>  <p><b>Flexible working</b> <i>For managers and supervisors</i> What flexible working means, why workers increasingly want to work flexibly and related legislation.</p>	<p><b>1hr</b></p>  <p><b>Leading people inclusively</b> <i>For managers and supervisors</i> What it means to lead people inclusively and the difference between leadership and management.</p>

### Virtual & face to face workshops

<p><b>INTRODUCTORY</b></p>  <p><b>The business case for Fairness, Inclusion and Respect</b> <i>For everyone</i> What FIR is, why it matters and how to achieve it.</p>	<p><b>INTERMEDIATE</b></p>  <p><b>Becoming a FIR Ambassador</b> <i>For completed initial learning</i> FIR good practice, barriers to overcome, and potential workplace scenarios.</p>	<p><b>INTERMEDIATE</b></p>  <p><b>Leading people inclusively</b> <i>For managers and supervisors</i> What it means, how it feels to be excluded, recognising biases and influencing organisational development.</p>
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Building People is a hub for equity, diversity and inclusion in construction and the built environment.

### How can Building People help your business?

- Access a network of over sixty organisations that work directly with the under-represented people our sector needs.  
<https://www.buildingpeople.org.uk/Home/Network>
- Find resources to help your business on its equity, diversity and inclusion journey.  
<https://www.buildingpeople.org.uk/Home/My-Resources>
- Share your vacancies, from work experience to jobs, for us to promote to our diverse network.  
<https://www.buildingpeople.org.uk/Home/Work-Opportunities-v2>
- Participate in (and promote your own) activities and events, focused on equity, diversity and inclusion in the sector.  
<https://www.buildingpeople.org.uk/Home/Learning-and-Events-V2>

## FREE Carbon Footprint Estimate



Get an estimate of your footprint and recommended actions in 2 minutes with

[Small99's free tool](#)





# NET ZERO 2050

With Sandra Stevens,  
Customer Engagement Manager, CITB

Through the Climate Change Act 2008, the UK government has set a target to significantly reduce UK greenhouse gas emissions by 2050 and a path to get there. The Act commits the UK government by law to reducing greenhouse gas emissions by at least 100% of 1990 levels (net zero) by 2050.

## But what does Net Zero mean?

Put simply, net zero refers to the balance between the amount of greenhouse gas (GHG) that's produced and the amount that's removed from the atmosphere.

What does this mean for construction and what needs to be done? Construction is a significant contributor to carbon emissions in the UK, it is estimated that:

- **40% of UK emissions are from the built environment**
- **80% of the buildings in use in 2050 are already built**
- **27 million homes and 2 million other buildings require retrofitting**

With time running out to keep global temperature to 1.5 degrees, Retrofitting the nations homes is one of the biggest ways the UK has to reduce

carbon emissions whilst also helping to reduce fuel poverty and increasing energy security. CITB estimates that Construction needs an extra 350,000 roles to keep pace with net zero targets, mostly focused on improving current housing stock.

CITB are working with the *Construction Leadership Council* to ensure that the Construction Industry has the skills, behaviours, and competencies it needs to meet the Net Zero challenge and have launched their Net Zero Action Plan to help employers and individuals get the training needed to achieve Net Zero.

[Our net zero action plan](#) focuses on three industry challenges set out in our business plan:

1. Respond to industry skills demand
2. Developing capacity and capability of construction training provision
3. Future skills needs

## Courses & Qualifications

### Short Duration Courses:

- Residential ventilation masterclass
- Retrofit for older and traditional buildings
- Retrofit insulation masterclass

### Short Period Qualifications:

- Domestic Retrofit assessment
- Energy Efficiency for Older and Traditional Buildings
- Green Ambassador within the Retrofit Sector
- Retrofit
- Retrofit Coordination and Risk Management
- Understanding Domestic Retrofit

### Long Period Qualifications:

- Design and Construction of Zero Carbon and Ultra-Low Energy Buildings MSc
- Green Building MSc, PG Cert, PG Diploma
- Sustainable Architectural Studies MSc
- Sustainable Building Conservation MSc
- Sustainable Civil and Structural Engineering MSc
- Sustainable Construction MSc, BSc, FdSc, HNC, HND
- Sustainable Mega Buildings MSc

## Useful Resources

- **Construction Leadership Council** have released [The Skills Plan 2023-2024](#) to help tackle long and short term challenges
- **Retrofit Academy** offers free to download guides on a range of retrofit topics to support employers and help them to address any potential skills gaps. [retrofitacademy.org](https://retrofitacademy.org)
- **Supply Chain Sustainability School** has a wealth of free to access resources. More can be found on Retrofit on their website [supplychainschool.co.uk](https://supplychainschool.co.uk)
- **Midlands Net Zero Hub** are working alongside partners to deliver projects to support the UK's Net Zero challenge. [midlandsnetzerohub.co.uk/](https://midlandsnetzerohub.co.uk/)

# HEALTH AND SAFETY FOR EMPLOYERS

If you're worried about hosting someone who isn't yet an employee for a work experience placement, or taster session, don't let worries about health and safety put you off! Much of the information below is from the HSE website which offers reassurance to employers about opening their doors for experience in the work place. Here are the facts on your responsibilities and where to find further information, your local education and training providers can also talk through guidance on this matter:

## Young people and work experience

"Under health and safety law, work experience students are your employees, like any other young person you employ." View guidance from HSE [HERE](#)  
[BUILD UK offer a useful guide for construction employers which covers H&S, induction and safe guarding for work experience, internships and career tasters.](#)

## Completing a Risk Assessment

What you cover in your risk assessment depends on the level of risk. Review your risk assessment before they start if you:

- Do not currently employ a young person
- Have not employed a young person in the last few years
- Are taking on a work experience student for the first time
- Are taking on a work experience student with particular needs

Make sure you communicate with and check this with parents, carers or the training provider and explain any risks. When you induct students, explain the risks and how they are controlled, checking that they understand what they have been told.

## Useful resources

Careers and Enterprise Company have useful [WORK experience resources](#) to help you understand this process, including working with those with Special Educational Needs or [SEND](#).



## Insurance

Your existing employers' [liability insurance](#) policy will cover work placements provided your insurer is a member of the [Association of British Insurers \(ABI\)](#), or [Lloyds](#), so there may be no need for you to get any additional employer's liability insurance if you take on work experience students. The [ABI](#) website confirms this but you will also need to check with your insurer.

For many insurers, a definition of who is to be treated as an 'employee' would include:

- Any person employed under a contract of service or apprenticeship
- People on work experience schemes, for example students

Please check with your insurer if you don't currently require employers' liability insurance and are going to take on a work placement, discuss the situation with your insurer to check you have adequate insurance cover.

# Supporting small businesses to recruit

# 3 x FREE services

## Attract



Offering free **careers advice** and jobs information, plus helpful resources to use in the workplace or with schools

### Go Construct

Careers Advice for individuals the range of careers and job roles available in Construction  
<https://www.goconstruct.org/>

- Videos and blogs of those working in construction talking about their work and role
- Different routes into construction
- Careers resources

## Recruit



Supporting you with the whole recruitment process. Create and advertise job roles, fill **skills gaps** and attract fresh faces to your business

### Talent View

A free recruitment and advertising website for apprenticeships, work experience and 1st jobs  
<https://talentview.org/construction>

- Individuals can set up a profile, search for local opportunities and set job alerts.
- Employers can use the site to look for new talent by posting their vacancies and searching the site for suitable local candidates. This is a completely free service which is specific to construction.

## Retain



Talent Retention Scheme

Keep your **experienced** candidates whilst recruiting for additional skilled construction employees

### Construction Talent Retention Scheme

A free recruitment and advertising website for skilled and more experienced professionals  
<https://trs-system.co.uk/construction>

- A free service to help employers post vacancies and search CV's, especially when looking to restructure or redeploy and individuals to search for a job.
- List your job vacancies for free and approach experienced candidates.

# PROVIDING A SHORT TERM EXPERIENCE OF THE WORK PLACE

1hr, 1 day to 2+ months

Career or work tasters, work shadowing, T-Levels placements, University, school, college, 6th form placements, Careers Talks & Mock Interviews, Employability Support, Industry Insight & Enterprise Days

## SHORTER TERM OPTIONS



**ADULT CAREER OR WORK TASTERS**  
Adults trying a new career or work place 1-5 days, including work shadowing.



**UNIVERSITY PLACEMENTS**  
Adults looking to work on projects with businesses relevant to study - 3-5 weeks.



**EMPLOYABILITY SUPPORT**  
Aged 16+, usually a 2-5 day programme to help develop interpersonal and organisational skills needed everyday.



**SCHOOL WORK EXPERIENCE**  
Aged 14-16. 1-2 weeks linked to full-time education. Experience of workplace.



**T-LEVELS PLACEMENTS**  
Aged 16-19 linked with subject of 2 year programme. Min 45 days placement.



**COLLEGE OR 6<sup>TH</sup> FORM PLACEMENT**  
Aged 16-19 may be linked to education program or to build CV - Flexible.



**CAREERS TALKS & MOCK INTERVIEWS**  
Aged 14 to Adults, providing a way to practice interview skills, discuss careers and receive feedback to help improve employment prospects.



**INDUSTRY & ENTERPRISE DAYS**  
Aged 14-19, usually a morning or whole day activity supported by your organisation to raise aspirations and highlight careers in your industry.

## COLLEGE OR 6<sup>TH</sup> FORM PLACEMENT



### Aged 16-19 (placement alongside full or part-time study)

Placement is optional but could be linked to curriculum or career interests. Often used to build CV.

#### Why Offer?

Students may already have some technical and professional skills from their studies and will be looking to develop these. Help build their CV and inform career choices for future employment, training or academic studies. May lead to other opportunities such as traineeships, apprenticeships and part-time employment. Particularly useful for individuals to understand high level apprenticeships and a possible alternative to Uni.

#### Employers' Contribution

Duration: 1 day to 3 months, can be very flexible

Wages: Unpaid

Arrangements: Placements arranged by the individual or education provider including support with H&S risk assessment

#### Organisation Required:

- Supervision of individual (Age 16-19)
- Employers and Public liability insurance (check it covers work experience & volunteering)
- Feedback offered to individual and school

## UNIVERSITY PLACEMENTS



### Aged 18+ (as part of a degree level programme)

Usually linked to learning within a particular degree programme module to develop research and project delivery skills.

#### Why Offer?

Access to adults with technical and higher level skills in your industry. Opportunities for free market research, product or project support and development. New talent pathway for your business.

#### Employers' Contribution

Duration: 3 to 5 week placement

Wages: Unpaid but there may be funding available for a student bursary

Arrangements: Arranged by University or individual

#### Organisation Required:

- Contract of employment
- Linked to degree programme area of study
- Risk assessment of activities
- Management and supervision of individual
- Employers and Public Liability insurance
- Feedback offered to individual and University

## ADULT CAREER OR WORK TASTERS



### Usually aged 18+

A chance for an adult to experience a new career or work environment they may be interested in without either committing or leaving their current role. Good candidates for this could be those with caring or other responsibilities that need to understand the commitment upfront.

#### Why Offer?

A chance to try an adult who may already be semi-skilled and have some work experience at no cost to your business. Easy to organise and no ongoing commitment. Potential talent pathway to promote diversity and inclusion.

#### Employers' Contribution

Duration: 1 to 5 days in workplace

Wages: Unpaid

Arrangements: Directly by the individual or taster scheme

#### Organisation Required:

- Risk assessment of activities
- Management and supervision of individual
- Employers and Public Liability insurance (check it covers work experience & volunteering)
- Feedback offered to individual and/or taster scheme

## EMPLOYABILITY SUPPORT



### Usually for aged 16+

An opportunity to support individuals that need extra time to develop interpersonal, organisational or day to day skills needed to succeed in the workplace.

#### Why Offer?

Supporting an employability programme as an employer offers you an opportunity to promote the values and behaviours that you think are important in the workplace. The programmes are usually delivered by a trained professional, so you would be well supported and there to add additional context of the sector and why these skills are important. This may suit someone who wants to work for you but needs work on these skills first.

#### Employers' Contribution

Duration: 1hr to a few days, flexible

Wages: Unpaid

Arrangements: Directly with the provider of the programme

#### Organisation Required:

- Minimal as arranged by provider



## Building for the Future: DA Cook Builders Ltd and the Evesham Abbey Renovation Project, with Joe Cook, Managing Director

Renovating Evesham Abbey became an unexpected journey of collaboration and inspiration for DA Cook, a construction employer with a strong commitment to nurturing the next generation of skilled tradespeople. During the project, they went beyond their usual scope by involving local school children.

DA Cook hosted site visits, providing youngsters with the opportunity to experience traditional stone masonry skills firsthand. The impact of this engagement was profound. **Children were encouraged to participate in pointing work on the stonework, with the understanding that their efforts would endure for generations to come.** Some even returned with their parents, proudly pointing at the walls and saying, **"I did that."** This not only filled them with pride but also **ignited aspirations for future careers** in construction and craftsmanship.

Two members of the stonework team took it upon themselves to demonstrate and assist primary

and middle school children, going above and beyond their daily work.

This dedication resulted in a request from St Egwin's Middle School for a **construction careers talk**, emphasizing the importance of practical learning skills alongside academic qualifications.

Whilst a new experience for Joe, ***"now I don't mind going down and giving talks - most people in the trade get into heritage after getting into mainstream construction, then get interested in the heritage sector!"***

This unique project not only preserved Evesham Abbey but also became a beacon of inspiration for the community. It showcased DA Cook's commitment to passing down skills through the generations, ensuring a lasting legacy of craftsmanship in the local area. The apprenticeship program and involvement of school children came full circle, creating a true win-win situation for everyone involved.

## SCHOOL INDUSTRY TASTER DAY

CASE STUDY

What did you enjoy the most?



***"When we pointed the walls, because you will not do that a lot of times, I tried something new!"***

***"I loved holding the artefacts..."***

### Aged 14+ including unemployed adults

Careers talks allow you to share your experience and promote a particular career or job role. Mock Interviews are usually a way of helping someone prepare.

#### Why Offer?

An opportunity to meet people who may be interested in your career path and not sure how to access. A chance to help someone get experience for an interview environment in a low risk way. Requires less time and resource than other options. A chance to inspire and to talent spot – can be more effective than sifting through lots of CVs.

#### Employers' Contribution

Duration: 1 hr to 1 day typically

Wages: Unpaid

Arrangements: Arranged with the education or support provider

Organisation Required:

- Initial briefing or organisation with provider
- For a careers talk you may wish to prepare some images or props if you have any
- For mock interviews you may want to prepare some questions to help the individual
- Feedback offered to individual

### Aged 7 to 19

Employers offer an activity to the school or college to raise awareness of construction careers or enterprise and raise aspirations.

#### Why Offer?

Students may never have visited a site or know nothing about all the different roles and challenges within construction. Taking your organisation into a school can challenge stereotypes, educate and inspire for a whole class, year group or school. It can also be a rewarding experience for employees and a way of developing key members of staff. It is investing in the industry's future. Many clients on larger jobs would expect this activity and a history of doing it can make the difference between winning and losing contracts.

#### Employers' Contribution

Duration: A few hours to typically a day

Wages: Unpaid

Arrangements: Arranged directly with providers who will support with H&S and suitable activities

Organisation Required:

- Length and timing TBC by employer and school or organisation
- Development, coordination and resourcing of activity





## Building Futures: RS Burgess and Sons Empowering Young Talent in Construction, with Dave Burgess, Director

**Multi Award winning RS Burgess and Sons** is dedicated to building and renovating to the highest standards and employee training and development is ongoing. **The organisation regularly trains apprentices and offers work experience opportunities.**

Tom Lawrence is sure he wants a career in construction but wanted to know more about the routes and wanted work experience to add to his CV.

He approached Dave Burgess who was happy to have him on board during the summer holidays. **Because of his age (15) and because the arrangements were made independently, CITB provided information about the legal restrictions of Tom being on site and suggested an on-line Health and Safety course.**

To further prepare, **Tom attended a day with training provider SBC Training** where he met apprentices, tried out some bricklaying skills, found out about apprenticeship routes and

re-enforced his health and safety knowledge

Said Tom, *"My work experience was with a team constructing an extension to a large country manor. At the start of the project, I was able to study the drawings and begin to understand them. I then worked with the team erecting the timber framework...I am now more convinced that an apprenticeship is my next step at the end of year 11"*

Dave Burgess, Director of RS Burgess and Sons said:

*"Having come through as an apprentice myself and knowing the huge respect and gratitude to the builder who taught me, I am keen to offer work experience and to train and develop apprentices when we can.*

***We have brought through some fantastic young talent in bricklaying and joinery and currently have 3 new apprentices starting their 1st year with the company, who are showing great attitudes to learning already."***

## WORK EXPERIENCE PLACEMENTS

***"I am really grateful to RS Burgess and Sons Ltd for the opportunity, it was really helpful to be able to work on a construction site and see what a typical day would look like. "***

**Tom, 15**







### Aged 16-19 (as part of full-time 2 year programme)

T-Levels are a new, 2 year, full-time technical qualification for 16-19 year olds, equivalent to 3 A-Levels. They combine classroom learning with industry work placement. Placements can be in a block or spreadover time around studies.

#### Why Offer?

Less commitment than an Apprenticeship but still a technical training route developing the skills you will need from your future workforce. A good option for finding potential employees you can train yourself and take on at 19.

#### Employers' Contribution

Duration: 45 days but can be shared between more than 1 employer

Wages: Unpaid

Arrangements: Arranged by college placement service

#### Organisation Required:

- Employer Set Project - to be completed by the individual during their Industry Placement. This is a pre-agreed project that meets your needs as an employer - and the curriculum of their T-Level.
- Risk assessment of activities
- Management and supervision of individual (16-19)
- Employers and Public Liability insurance (check it covers work experience & volunteering)
- Feedback offered to individual and/or taster scheme

View the 'Employer T-Levels Placement' video [HERE](#)

“EXACTLY  
WHAT WE  
LOOK FOR  
IN FUTURE  
EMPLOYEES”

Lovell Partnerships - Employer



## Unlocking Potential: St. Modwen Homes' Journey with T-Level Placements, with Rachel Doherty, Learning and Skills Advisor

**Meet St. Modwen Homes**, a dynamic West Midlands-based construction company renowned for crafting award-winning homes and sustainable communities across the UK. But they're not just building homes; they're building futures.

In a bid to bridge the ever-widening skills gap in the construction industry, St. Modwen Homes has taken a proactive approach. They've joined hands with like-minded colleges and industry-recognized providers to nurture budding talent, ensuring that apprentices, trainees, and graduates receive a comprehensive introduction to their careers.

Recently they have embraced T level industry placements as a means to ignite the passion for construction, surveying, planning and design amongst 16-19 year olds. The results have been remarkable - T level students have completed 1000's of hours of placement in 2022-2023, and have entered the workforce across construction with academic knowledge, backed with solid work experience. This is set to increase in 2023-2024 as St. Modwen Homes offer even more T level opportunities across the UK.

The magic happens during those 315 hours of industry placement. At St. Modwen Homes, these students aren't mere observers; they become an integral part of the team, attending business updates and company-wide events. This not only enriches their learning but also fosters a stronger sense of engagement within the construction industry. It's a win-win.

**For St. Modwen Homes, the investment in T-Levels isn't just about today; it's about securing a robust talent pipeline for tomorrow's early career roles. Education and skills development are at the core of their responsible business ambitions.**

Rachel underscores the importance of being able to support students from diverse backgrounds. They are committed to supporting all students and ensuring a representative workforce.

With over 30 apprentices currently thriving in various roles, St. Modwen Homes commitment to nurturing talent is unwavering. Offering structured learning and skills development within the construction industry has seen them win awards for both STEM achievements and EDI.

## T-LEVELS PLACEMENT

*Rachel's advice? Start the conversation early, be clear about your objectives, and remain open and transparent. It's a recipe for success that's transforming not just careers but entire lives.*



# PROVIDING A LONGER TERM PLACEMENT OR ROUTE TO EMPLOYMENT

3 months plus

**Mentoring, Work trials, Internships, Shared Apprenticeships,  
Sector-based Work Academies and Apprenticeships.**



## LONGER TERM OPTIONS



**BUSINESS OR  
PERSONAL MENTORING**  
Age 16+, work 1:1 or with  
small groups, personal  
or business focussed.3-5  
weeks.



**WORK TRIALS**  
Age 16+ a supportive work  
environment 6 weeks to 6  
months.



**INTERNSHIPS**  
Aged 19+ graduate for 3  
to 12 months, subsidised  
costs.



**SHARED  
APPRENTICESHIPS**  
Share an apprentice with  
another employer



**SECTOR BASED  
WORK ACADEMIES**  
Age 16+ training package  
tailored to your industry to  
recruit the unemployed.  
Up to 6 weeks.



**APPRENTICESHIPS**  
Aged 16+ suitable for  
recruitment and upskilling,  
20% off job, p/t and f/t.

 Potential funding to support employers

## UNIVERSITY INTERNSHIPS



### Aged 18+ (including mature students)

Access to undergraduates for a period of employment linked to their area of study. Usually linked with a particular job role or research project.

#### Why Offer?

Ideal for exploring a business project or developing a new role within the company. Access to graduate level expertise at little or no cost. Employers can draw down funding to pay the student for Internships.

#### Employers' Contribution

Duration: 3 to 12 months

Wages: Paid, SME business subsidies available

Arrangements: Arranged by University with employer

Organisation Required:

- Communication with University to design and advertise internship
- Employers must provide a contract for employment and add student to payroll. You then invoice the university to receive the funding.
- Supervision of individual (19 plus)
- Opportunity to offer employment
- Employers and Public liability insurance
- Feedback should be offered to individual and University - For internship opportunities see [HERE](#)

## MENTORING



### Any Age - Linked with education, training or employment programmes

Providing individuals with 1:1 coaching or advice on careers or business challenges. A way of sharing knowledge or skills to support a project or activity.

#### Why Offer?

A great way to give some structured 1:1 coaching or mentoring to an individual or small group. May be part of an Enterprise Programme or 1:1 as a sounding board for a youth or more mature would be entrepreneur. Can help you to develop your own experience and coaching style or those of an employee.

#### Employers' Contribution

Duration: Usually for a minimum number of sessions, depends on structure of programme and age of individual

Wages: Depends on scheme (for individual)

Arrangements: Organised by a 3rd party, such as school, training provider or charity

Organisation Required:

- May require some mentoring training and induction, this is usually a recognised qualification and organised by the 3rd party
- Will need to be able to commit to appointments or meetings
- Ability to provide knowledge, skills and support to individual or group

## WORK TRIALS



### Aged 16+ (unemployed or not in education, employment or training - NEET)

Aiming to help get individuals into a supportive workplace in a paid or unpaid role and be ultimately taken on in to employment.

#### Why Offer?

Maybe you know what it feels like to need that 1st chance and not have a support network at home or school. Perhaps you have some experience of starting a career with limited qualifications and training and succeeding? These individuals may need a more supportive or flexible work environment and still face additional barriers to employment but can blossom with the right opportunities. Can be a great gateway to a longer term commitment such as an apprenticeship.

#### Employers' Contribution

Duration: Up to 6 months but can continue if employer wishes

Wages: Unpaid

Arrangements: Arranged by employment agency or training provider

Organisation Required:

- Length and timing TBC by employer and agency
- May require additional support and supervision so this should be considered if delegating responsibility within the organisation
- Opportunity to offer employment

## SECTOR BASED WORK ACADEMIES



### Aged 18+ (unemployed)

A tailored programme for employers to recruit the unemployed using a 3 step programme. If employers cannot offer all 3 steps, this can be adapted using a consortium of employers.

1. Pre-employment training;
2. Work experience placement;
3. Guaranteed job interview

#### Why Offer?

Tailored to your business needs, flexible, can pay for Health and Safety or job requirements qualifications. Can provide you with more than 1 employee at a time. A chance to inform and create skills training based around your job vacancies.

#### Employers' Contribution

Duration: Up to 6 weeks

Wages: Paid, SME business subsidies available

Arrangements: Arranged by University with employer

Organisational Requirements:

- Able to articulate demand for a number of job roles with similar skills at entry level
- Time to work with Job Centre to design programme to meet employment requirements
- Offering of placement in work place
- Guaranteed interview for individuals at end of programme

# APPRENTICESHIPS



## Aged 16 - Adult (work based training programme)

Apprenticeships are an employment based training route. Individuals are employed by the company, full time or part-time and are suitable for aged 16 plus and adults, who need to reskill or upskill into leadership or management roles. L2-L7.

There is a requirement for 6hrs per week off the job training at college, university or remotely. £1,000 grant available for employers who recruit Apprentice aged 16-18. Employers with a payroll bill of £3m and over are subject to an Apprenticeship Levy - so large employers would benefit from speaking to your HR dept. If you are an SME, your local council may be able to pay any training fees.

### Why Offer?

Apprenticeships have moved on and become a highly recognised pathway for recruitment and upskilling. They offer job or role specific training, in both existing and emerging industries. Apprenticeship courses can also include valuable technical, professional and degree qualifications.

Heavily subsidised training fees for small and medium employers.

### Employers' Contribution

Duration: 6 months to 5 years depending on the industry, level and contracted hours and whether p/t or f/t

Wages: Apprenticeship wage or above £4.81/hr

Arrangements: Employer and Training Provider

Organisation Required:

- Advertise through your Digital Apprenticeship Service (DAS) Account or your local training provider from our directory
- The job role must meet the requirements of the apprenticeship standard
- employment contract needed from day 1
- Employers and Public Liability insurance
- Supervision of individual allocating a workplace mentor

Contact the CITB's New Entrant Team who can help with the recruitment and retention of apprentices:

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



With Claire Preston, Head of Responsible Business, GMI Construction Group PLC

We as a business, do not see this as an add on to our core delivery of our projects across the North of England - **it's the right thing to do as there is a skills shortage and we need to encourage as many young people as possible to enter into a role in the Construction industry** as this offers so many diverse roles. We also get a constant stream of young talent in an industry, along with others that is facing a skills shortage.

### Early intervention is key to recruiting apprentices

- we even work with primary school students to plant the seed and regularly attend Careers Fairs at schools, colleges and events that external stakeholders deliver. **We also reach out to diverse groups - those that are furthest away from the job market** such as New Futures Network, The Care Leaver Covenant, SEND, DWP, long-term unemployed, NEET's and the Armed Forces Covenant.

Our recruitment window is now between December to March, with employment starting in July. **We support those interested in apprenticeships/roles in Construction by offering work experience placements/supported internships/T-Level placements/mentoring on a one-to-one basis.** This allows us and the candidate to get a better



**"12% of our workforce are TAG's (trainees, apprentices and graduates). We are members of the 5% Club where companies aspire to have 5% of their workforce as trainees. We are delighted to have exceeded this."**

understanding of the role, who GMI are and the work that GMI carry out. T-Levels are an excellent platform for this. Individuals get real life experiences from work experience placements on our site and can see it first hand on what the industry is all about.

This could lead onto them being accepted onto a formal paid qualification with GMI as their placement is a two week or 45 day job interview. Degree apprenticeships are a no-brainer as it's an earn and learn position where they qualify with a degree and no student debt. We have a **100% retention rate on all of our apprentices** as we offer them a permanent contract at the beginning of their apprenticeship and not fixed term.

I would recommend employers reach out to a diverse pool of stakeholders and not just the "norm" of solely advertising roles with Schools and Colleges. There is so much hidden talent out there. The employer and the trainee only get out what they are willing to put in so the more time and thought you can put into your internal training/structure, the more benefits you will see.

## Employer Q&A on Apprenticeships with Sue Kenyon, HR/Training Manager

### What does your business do to support individuals interested in or starting out in, a career in construction?

We have always had an apprentice going through the process but this was largely a family member or via word of mouth within the business.

A number of years ago we recognised we needed to develop an apprenticeship scheme. There is a genuine lack of young people coming through the business and Groundworkers are difficult to recruit. Young school leavers are not really educated on the construction careers I find and its difficult to promote also at the time we struggled to find a provider locally. In 2016 we were initially approached by Salutem Academy who were literally round the corner from us. The process took some time but pre covid we interviewed a number of potential candidates.

Post covid we started 3 Apprentices which with Salutem's help were selected. We do owe Salutem who initially helped with recruitment but also with the change of the Apprenticeship Standard that was introduced and with the government grant scheme which did take some navigating!

We devised an induction and initial site visits for

our starters and had discussions with site staff. We selected staff that we felt would be good mentors and now 3 years on our site management are completely competent to help with the apprenticeship, and we are now in our third year of recruiting

### What does the business get back from doing this?

The business gets the knowledge that we are hopefully developing a skilled workforce which is urgently needed.

Apprentices are taught hands on and totally contribute to the workforce. We also feel that our employees recognise that we are investing in our future and the skills we need to be building up.

Once apprenticeships have been completed we also offer further development/training. As a company we get fresh new talent, and it also boosts existing employees to know we are investing in our future and the future of the industry.

### What do the individuals involved get from it?

The apprentices get to learn a skill and earn money along with all the other aspects of development.

### What top tips would you offer others?

- Liaise with your training provider with what your needs are
- Get good help regarding all the funding you are entitled to
- Understand the Apprenticeship standard and what it involves
- Chose good reliable skilled mentors to get on board to help nurture the apprentices

## APPRENTICESHIPS

*"It's not only a way of creating skilled staff for the future but with help from government and CITB it's a way of training but not financially losing until the training pays back!"*



# CAREERS HUBS

West Midlands  
Combined Authority  
CAREERS HUB

THE CAREERS &  
ENTERPRISE  
COMPANY

Career Hubs bring together schools, colleges, employers, and apprenticeship providers in local areas across England.

The goal is to make it easier for schools and colleges to improve how they prepare young people for their next steps. Hubs offer schools and colleges dedicated support from the local hub team and facilitate partnerships with key employers committed to improving careers across an area.

The 4 Career Hubs that sit within the West Midlands Combined Authority covering all West Midlands schools and colleges are: Black Country, Birmingham, Coventry and Solihull.

## Cornerstone Employers

Cornerstone Employers work with our Careers Hubs, to support world class careers education at

scale in their local region.

Cornerstone Employers who get involved through this programme state that it does everything from making their recruitment more effective, to making their talent pipeline stronger, and ensuring their connection to local people is deeper. But more specifically, it can help their business to:

- Influence and inspire more young people to enter your industry, collaborate with like-minded businesses and have greater collective impact.
- Build a diverse future talent pipeline and help to fill skills gaps.
- Back social mobility in your local area by working with Careers Hubs to support those who face the most barriers to reach their potential when they leave education.
- Increase employee engagement, developing key skills and experience.



## CAREERS LIVE CHANNEL

Facility to create engaging content which can meet the needs of any sector and be broadcast out "live" to young people to publicise the roles and opportunities available bring the world of that sector into their decision for future pathways. On our broadcasts we average between 3.5k to 6k live views per session. [careersliveuk.com](https://careersliveuk.com)

## Teacher Encounters

Inviting teachers into your workplace for a few hours, a few days, or perhaps even longer, has benefits for your business, for teachers, and importantly, for the young people that will form the workforce of the future.

[Teacher encounter resources](#)



### Links to other useful websites/resources:

[Adult Education in the West Midlands](#)

[Reimagining Experiences of the Workplace](#)

[Employers Shaping the Workforce of Tomorrow](#)

[Employer Resources & Events](#)

[Industry Partnerships](#)

## GO CONSTRUCT STEM AMBASSADOR

Go Construct STEM Ambassadors bring the construction industry to life. They engage with young people at educational events across the UK to raise aspirations, illuminate career options and support learning.

Ambassadors lead a wide range of activities, including:

- Running a trade stand at a careers fair, answering questions and handing out leaflets
- Delivering a talk, sharing their experiences of getting into and working in the industry
- Leading practical sessions or workshops, giving young people a taste of life in construction
- Providing one-to-one mentorship to someone who is just starting out
- Helping teachers to develop curriculum resources and activities

Being a Go Construct STEM Ambassador not only helps encourage the next generation of construction workers, but brings plenty of

personal benefits too, including:

- Promoting awareness of issues that are important to you
- Strengthening your CV as you progress in your construction career
- Making a real impact on the lives of young people
- Joining a large, supportive network of like-minded people
- Receiving training, experience and the opportunity to learn new skills
- Achieving real continuous personal & professional development.

Whether you're a first year apprentice or a company director, anyone working in the industry can be a Go Construct STEM Ambassador.

You just need to be passionate about construction and the built environment, and willing to share your experiences with others.

[Looking to become a Go Construct STEM Ambassador? | Go Construct](#)

  
Get into Construction

17 - 22 March 2025

Open Doors takes visitors behind the scenes to showcase the fantastic range of careers available in construction. The event returns in 2025 with over 200 sites expected to take part across the UK.

The sites participating will range from houses to skyscrapers, with manufacturing facilities, offices and training centres also opening their doors to demonstrate the off-site roles across the sector.

Employers that register for #OpenDoors25 and provide a 'shop window' for the industry put themselves in a prime position to attract and retain new workers and demonstrate the benefits of pursuing a career in construction.

Employers should also consider what interactive experiences and learning opportunities will be most attractive for young people. This could be providing practical demonstrations or having employees explain the differences in their roles and responsibilities.

Visitor bookings open on 13 January 2025, so anyone interested in learning more about the industry and what it has to offer can visit our website to book your place and find out more!  
<https://opendoors.construction/> #NotJustForSites



# SKILLBUILD

SkillBuild, delivered by CITB, is the largest multi-trade competition in the UK for construction trainees and apprentices.

As the biggest and longest running construction skills competition, we're looking for skill and talent that is built to last.

A series of competitions sees the very best compete against each other to be crowned a winner in their chosen trade.

As each level of competition progresses, competitors will be tested on their technical abilities, time management, character and commitment. Helping to develop confidence, self-esteem and life skills.

<https://www.goconstruct.org/skillbuild/what-is-skillbuild/>



# MENTORING SUPPORT IN THE WORKPLACE

The [England Construction Opportunities \('ECO'\)](#) project supports new entrants and their employers to sustain employment from job start to 6 months in the job. This is a CITB/NFRC 3 year funded project.

The project offers support in the workplace through job coaching, mentoring, employer engagement, peer and buddy systems or other appropriate support measures.

Research has shown that the more support available to new entrants when entering into employment increases the likelihood of their retention.

For further information [www.landau.co.uk](http://www.landau.co.uk)



**Landau**  
changing lives creating futures



## PROVIDING MENTOR SUPPORT IN CONSTRUCTION TO RETAIN YOUR WORKFORCE

### People we have worked with have said...

"I spoke with a mentor at the Construction Support Partnership, who were able to help me in avoiding a dismissal. CSP created an honest environment and safe space between myself and the employer, Because I worked with CSP, I was able to remain in a job that I wouldn't have been able to keep myself."  
(Malcolm, Shropshire)

"I am self employed and was nervous to approach my employer regarding Paternity Leave, I was unsure who to talk to , or who I needed to notify. CSP were able to support with this query and provide me with confidence on site and the issue was resolved within the hour."  
(Thomas, Staffordshire)



Contact us now on:

01952 245015

[info-construction@landau.co.uk](mailto:info-construction@landau.co.uk)

[www.landau.co.uk](http://www.landau.co.uk)

# RESOURCES & INFORMATION

## Resources and information for construction employers to help you in the classroom, workplace or online

**Talentview** is a free recruitment service for construction employers covering all areas of talent pipeline funded by CITB: [Talentview.org/construction](https://talentview.org/construction)

**GoConstruct** is a powerful resource for careers resources and information and is funded by the CITB Levy

[Citb.co.uk/about-citb/what-we-do/guide-to-go-construct/](https://citb.co.uk/about-citb/what-we-do/guide-to-go-construct/)

**CITB have a useful employer route map to help you tailor content:**

[Citb.co.uk/media/xkrnjcgg/interventions-employer-route-map.pdf](https://citb.co.uk/media/xkrnjcgg/interventions-employer-route-map.pdf)

Not sure what activities to do with young people in the classroom or as part of an industry day? Don't worry, there are loads of suggestions below:

### Construction Activities for the classroom

- [Constructiondisputes.com/construction-and-building-projects-and-activities-for-kids/](https://constructiondisputes.com/construction-and-building-projects-and-activities-for-kids/)
- [lce.org.uk/what-is-civil-engineering/education-resources/educational-resources/](https://lce.org.uk/what-is-civil-engineering/education-resources/educational-resources/)
- [Goconstruct.org/educational-resources/](https://goconstruct.org/educational-resources/)
- [Stem.org.uk/resources/collection/468032/careers-construction](https://stem.org.uk/resources/collection/468032/careers-construction)
- [Rics.org.uk/surveying-profession/contribute/inspire-future-surveyors/](https://rics.org.uk/surveying-profession/contribute/inspire-future-surveyors/)



### Construction Careers Resources

- [Citb.co.uk/about-citb/what-we-do/guide-to-go-construct/](https://citb.co.uk/about-citb/what-we-do/guide-to-go-construct/)
- [Nationalcareers.service.gov.uk/job-categories/construction-and-trades](https://nationalcareers.service.gov.uk/job-categories/construction-and-trades)
- [Citb.co.uk/media/ykjlxfy/event-resources-new.pdf](https://citb.co.uk/media/ykjlxfy/event-resources-new.pdf)
- [Futurefirst.org.uk/employer-partner-stories/](https://futurefirst.org.uk/employer-partner-stories/)
- [Founders4schools.org.uk/educators/sustainability/](https://founders4schools.org.uk/educators/sustainability/)

### Future careers and emerging trends including sustainability

- UK Green Building Council [Ukgbc.org/our-work/?work-type=resources&work-area=&work-topic=](https://ukgbc.org/our-work/?work-type=resources&work-area=&work-topic=)
- Connected Places Catapult [Cp.catapult.org.uk/sector/homes-housing/](https://cp.catapult.org.uk/sector/homes-housing/)
- CITB [Citb.co.uk/about-citb/construction-industry-research-reports/construction-skills-network-csn/](https://citb.co.uk/about-citb/construction-industry-research-reports/construction-skills-network-csn/)
- RICS [Rics.org.uk/news-insight/future-of-surveying/talent-and-skills/what-is-the-future-of-skills-in-construction/](https://rics.org.uk/news-insight/future-of-surveying/talent-and-skills/what-is-the-future-of-skills-in-construction/)



### National organisations and websites to help you offer your time as a construction volunteer

- Construction Youth [Constructionyouth.org.uk/our-programmes](https://constructionyouth.org.uk/our-programmes)
- Careers & Enterprise Company [Careersandenterprise.co.uk/](https://careersandenterprise.co.uk/)
- GoConstruct STEM Ambassadors [Goconstruct.org/get-started-in-construction/go-construct-stem-ambassadors/](https://goconstruct.org/get-started-in-construction/go-construct-stem-ambassadors/)
- Inspiring the Future [Inspiringthefuture.org/employers/](https://inspiringthefuture.org/employers/)
- Founders4Schools [Founders4schools.org.uk/educators/](https://founders4schools.org.uk/educators/)
- SpeakersforSchools [Speakersforschools.org/employers/](https://speakersforschools.org/employers/)
- The Princes Trust [Princes-trust.org.uk/](https://princes-trust.org.uk/)



## HOW CAN WE HELP YOU?

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 then please click [here](#). Alternatively, please speak to your local **CITB Engagement Advisor** on this or anything else:

### Birmingham

Jenny Samuels Tel: 07557172424  
Email: [jenny.samuels@citb.co.uk](mailto:jenny.samuels@citb.co.uk)

### Black Country

Natalie Burd Tel: 07780819423  
Email: [natalie.burd@citb.co.uk](mailto:natalie.burd@citb.co.uk)

### Coventry & Warwickshire

Phil Warwick Tel: 07776 226051  
Email: [phil.warwick@citb.co.uk](mailto:phil.warwick@citb.co.uk)

### Marches – Shropshire, Telford & Wrekin and Herefordshire

Trevor Oakley Tel: 07827 358406  
Email: [trevor.oakley@citb.co.uk](mailto:trevor.oakley@citb.co.uk)

### Stoke on Trent & Staffordshire

Patricia Hicks Tel: 07818529563  
Email: [patricia.hicks@citb.co.uk](mailto:patricia.hicks@citb.co.uk)

### Worcestershire

Sam Elford Tel: 07824 434170  
Email: [sam.elford@citb.co.uk](mailto:sam.elford@citb.co.uk)

**CITB Advisors** can support and guide you in terms of accessing training, CITB grants and funding. In addition, they can signpost you to other sources of support, help and advice, including local partners and networks.

## GET CITB SUPPORT TO GROW YOUR BUSINESS

TYPE OF GRANT	DESCRIPTION OF FUNDING
INTO WORK GRANT	Grants for completed work experience for an individual on an approved further education course, where work experience started after September 2023 and subsequent grant for 3 months completed direct employment. Click <a href="#">here</a>
SHORT COURSE GRANTS	Grants for the achievement of approved short courses, which last from 3 hours to 29 days including Leadership & Management. Click <a href="#">here</a>
SHORT QUALIFICATION GRANTS	Grants for the successful completion of approved short qualifications (NVQ, NEBOSH etc) which take less than one year. Click <a href="#">here</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. Click <a href="#">here</a>
APPRENTICESHIP GRANTS	£2500 per year attendance grant paid every 13 weeks £3,500 achievement grant on successful completion *Additional funding for a Drylining Apprenticeship Click <a href="#">here</a>
TRAVEL TO TRAIN GRANT	Travel - pay grant when the travel costs are more than £20 per week Accommodation - reimbursed at a rate of 80% of the total cost. Click <a href="#">here</a>
SKILLS & TRAINING FUND	Supports employers with their training programme including Leadership & Management Small & Micro sized company - click <a href="#">here</a> Medium sized company - click <a href="#">here</a>
NATIONAL CONSTRUCTION COLLEGE	Open and ready to provide vital and valued training for you/your business. 3 locations, nationwide. Click <a href="#">here</a>
SITE SAFETY PLUS (SSP)	Designed to give the skills needed to progress through the industry. There's a range of courses available through classroom/remote delivery or the CITB eCourses platform. Click <a href="#">here</a>

# WEST MIDLANDS TRAINING GROUPS

**Training Groups** organise training, advise on mandatory and skill-specific requirements, assist with funding applications, help access CITB grants, arrange networking opportunities and more.

They are not-for-profit organisations and funded via the CITB Levy. Operating across England, Scotland and Wales, all Levy-registered

companies are eligible to join a Training Group.

Local training groups are an excellent way to connect with others in the industry, within the same geographical area. There are a variety of employers from various trades, and offers you access to information, advice, guidance and access to local, cost-effective training.



# ABOUT TRAINING GROUPS - CITB

TRAINING GROUP	TRAINING OFFICER	PHONE NUMBER	EMAIL	WEBSITE (if applicable)
Shropshire Construction Training Group	Debbie Westwood	07748 300 796	<a href="mailto:debbiewestwood1@outlook.com">debbiewestwood1@outlook.com</a>	<a href="http://www.sctg.co.uk/index.php/home">http://www.sctg.co.uk/index.php/home</a>
Midlands Construction Training Group	Debbie Westwood	07748 300 796	<a href="mailto:debbiewestwood1@outlook.com">debbiewestwood1@outlook.com</a>	
Herefordshire & Worcestershire Construction Training Group	Karen Whitehouse	07817 966 620	<a href="mailto:Karen.whitehouse@live.co.uk">Karen.whitehouse@live.co.uk</a>	<a href="https://www.hwctg.co.uk/">https://www.hwctg.co.uk/</a>
Midland Roofing Training Group	Kate Bonsor	07968 505 161	<a href="mailto:kate@midlandrooftraining.co.uk">kate@midlandrooftraining.co.uk</a>	
Staffordshire Construction Training Group	Mike Askey	01889 270 890	<a href="mailto:mike@scltgroup.com">mike@scltgroup.com</a>	

## EMPLOYER NETWORKS - CITB

**Employer Networks** are an initiative set up and funded by CITB aiming to simplify the way you get the support and funding you need to access the training you want. They have two main objectives:

**Make it easier for construction employers to access training and funding.**

The training can be in anything that supports construction employers. These could be the trade skills you need right now or something you'll need in the future - such as net zero, digital skills or mentoring. And because the Employer Networks help organise it all, you don't need to complete any paperwork to apply for funding.

**To bring together employers at a local level to inform CITB on training needs,**

to advise how funding should be prioritised and allocated, and to effectively use training provision to address immediate and future skills needs in their region.

Speak to your local CITB advisor about how to join your local Employer Network.

**"The process is incredibly easy and streamlined. I simply contact our Engagement Advisor, Sam, provide details about the training course we need and the number of delegates, and she takes it from there. Sam passes the information to the booking team, who then liaise between myself and the training provider to finalize the booking.**

**This service has significantly simplified my workload, making my life so much easier. I highly recommend the CITB New Employer Network service to anyone looking for an efficient and hassle-free way to manage their training needs."**

Katie Field

Executive Assistant - DRG Solutions



## NEW ENTRANT SUPPORT TEAM

Small construction businesses can find the process of hiring an apprentice complex and time consuming. The New Entrant Support Team (NEST) at CITB reduces the hassle and makes the process easier. The team provides intensive support for employers to attract, recruit and retain apprentices including:

- ✓ **Help you get the right apprentice.** Signpost you to useful employment resources and help advertise your vacancy to attract potential candidates and let them find you – all for free.
- ✓ **Help you apply for CITB grants and funding** including £2500 per year for apprentice attendance, £3500 achievement grant on successful completion of the full apprenticeship, and access to help with travel and accommodation costs.
- ✓ **Help find the right course with a training provider.** Working with employers to find an appropriate training provider that delivers the required apprenticeship standard.
- ✓ **Will help you sort the paperwork,** consult with the training provider, set up your Government Digital Account and more so you can focus on the job.
- ✓ **Provide ongoing support** to ensure the learner remains on programme.
- ✓ **Offer you training** to provide an in-depth understanding of the current apprenticeship standard and the crucial role of being a mentor.

**For more information contact:**

Shropshire & Herefordshire: [Amanda.Carpenter@citb.co.uk](mailto:Amanda.Carpenter@citb.co.uk)

Staffordshire & Black Country: [Kelly.Stackhouse@citb.co.uk](mailto:Kelly.Stackhouse@citb.co.uk)


Worcestershire, Birmingham, Warwickshire & Coventry: [Rachel.Dewar@citb.co.uk](mailto:Rachel.Dewar@citb.co.uk)

## LOCAL DIRECTORY

### Birmingham Met College

 <https://www.bmet.ac.uk/>


 [training@bmet.ac.uk](mailto:training@bmet.ac.uk)

 0121 362 2101

### Burton & South Derbyshire College

 <https://www.bsdc.ac.uk/>


 [employer.enquiries@bsdc.ac.uk](mailto:employer.enquiries@bsdc.ac.uk)

 01283 494510

### City of Wolverhampton College

 <https://www.wolvcoll.ac.uk/>


 [pateld@wolvcoll.ac.uk](mailto:pateld@wolvcoll.ac.uk)

 07823 788609

### Coventry College


 [www.coventrycollege.ac.uk](http://www.coventrycollege.ac.uk)

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

 02477 791700

### Dudley College


 [www.dudleycol.ac.uk](http://www.dudleycol.ac.uk)

 01384 363000

### Heart of Worcs College

 [www.howcollege.ac.uk](http://www.howcollege.ac.uk)


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

 01905 725508

### Kidderminster College

 [www.kidderminster.ac.uk](http://www.kidderminster.ac.uk)


 [thepoint@kidderminster.ac.uk](mailto:thepoint@kidderminster.ac.uk)

 01562 512098

### Newcastle & Stafford Colleges Group

 <https://nscg.ac.uk>

 [apprenticeships@nscg.ac.uk](mailto:apprenticeships@nscg.ac.uk)

 01782 254287


### North Warks & South Leics


 [www.nwslc.ac.uk](http://www.nwslc.ac.uk)

 <https://www.nwslc.ac.uk/employers/contact-us/>

### SBC Training

 [www.sbc-training.co.uk](http://www.sbc-training.co.uk)


 [enquiries@sb-training.co.uk](mailto:enquiries@sb-training.co.uk)

 01743 454810

### Shrewsbury Colleges Group

 [www.scg.ac.uk](http://www.scg.ac.uk)


 [employer@scg.ac.uk](mailto:employer@scg.ac.uk)

 01743 342602

### Solihull College

 [www.solihull.ac.uk](http://www.solihull.ac.uk)

 [employerservices@solihull.ac.uk](mailto:employerservices@solihull.ac.uk)

 0121 6787000

### South & City College Birmingham


 [www.sccb.ac.uk](http://www.sccb.ac.uk)


 [hello@sccb.ac.uk](mailto:hello@sccb.ac.uk)

 0121 694 5066

### South Staffs College


 [www.southstaffs.ac.uk](http://www.southstaffs.ac.uk)

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

 0300 4562424

### Telford College


 [www.telfordcollege.ac.uk](http://www.telfordcollege.ac.uk)

 01952 642452

### Walsall College

 [www.walsallcollege.ac.uk](http://www.walsallcollege.ac.uk)

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

 01922 657000

	BMet College	Burton & South Derbyshire College	City of Wolverhampton College	Coventry College	Dudley College	Heart of Worcs College	Kidderminster College	Newcastle & Stafford Colleges Group	North Warks and South Leics	SBC Training	South & City College Birmingham	Shrewsbury Colleges Group	Solihull College	South Staffs College	Telford College	Walsall College
<b>For 16-18</b>																
FT Construction Courses	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
College or 6th Form Placements	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Construction T-Levels	✓	✓	✓		✓			✓			✓	✓	✓	✓	✓	✓
Construction Apprenticeships	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Construction Traineeships	✓					✓	✓		✓							✓
<b>Age 19+</b>																
PT Adult Education Construction Courses	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓
Construction Apprenticeships	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Construction Traineeships							✓		✓							✓
Construction Skills Bootcamps			✓	✓							✓				✓	✓
In Work Progression Training (IWP)	✓		✓	✓	✓		✓	✓	✓		✓		✓	✓	✓	✓
<b>Jobs in Construction</b>																
Sector Based Work Academies (SWAPS)	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓		✓	✓	✓	✓
Employability Programmes	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓		✓	✓	✓	✓
<b>Working in partnership with employers</b>																
Careers or work taster days/events for adults & school children	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Careers Days for schools/ school work placements	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mock Interviews	✓		✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓



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