



Building the Future Workforce

A guide for construction employers in the West Midlands

CITB IN PARTNERSHIP

Meet SECTION 106 Requirements

Contents

1	GETTING STARTED	
	How to use this guide	3
	Introduction	5
2	SECTION 106 & SOCIAL VALUE	
	Meeting Section 106 Requirements	6
	Creating social value through recruitment and training (summary table)	8
3	FAIRNESS, INCLUSION & SUSTAINABILITY	
	Supply Chain Sustainability School - Fairness, Inclusion and Respect	10
4	EMPLOYER RESPONSIBILITIES & SUPPORT	
	Health and Safety for Employers	12
	Support with recruitment for small businesses	14
5	SHORTER-TERM EXPERIENCES	
	Shorter term experience of the workplace - Placements, tasters & employability	16
	Employer case study - School Industry Taster Day, DA Cook Builders	22
	Careers Talks and Mock Interviews	25
	Employer Case Study - Work Experience Placement, RS Burgess & Sons Ltd	26
	T-Levels Qualifications	28
	Employer Case Study - T-Levels Placement, St Modwen Homes	30
6	LONGER-TERM EXPERIENCES	
	Longer term experience of the workplace - Internships, Mentoring, Work Trials & Academies	32
	Apprenticeships	34
	Employer Case Study - Apprenticeships, GMI Construction Group PLC	36
	Employer Q&A - Apprenticeships, Fitzgerald Civil Engineering Contractors	38
7	CAREERS & INDUSTRY PROMOTION	
	Go Construct STEM Ambassadors	40
	Careers Hubs, West Midlands Combined Authority and Careers and Enterprise Company	42
	SkillBuild Competition	45
8	MENTORING & RETENTION	
	Mentoring support, England Construction Opportunities	46
9	RESOURCES & FURTHER INFO	
	Further Resources & Information	48
	CITB – How can we help you? Support to grow your business, grants and funding	49
	Construction training provision, West Midlands Colleges	54
	Local Training Directory, West Midlands Colleges	58

How to use this guide:

01

COMPARE YOUR OPTIONS

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

02

SEE SOMETHING YOU LIKE? WANT TO DISCUSS?

Contacts can be found in the back of the guide - including a **local directory** of providers we are connected with!

03

CLICK AND GO!

Connect with your local **CITB Engagement Advisor** or **New Entrant Support team**.





Introduction

According to the latest Construction Workforce Outlook data, from 2025 to 2029 the West Midlands will need an extra 4,000 construction workers each year.

Across the UK, the construction industry is facing a long-term challenge in recruiting workers.

Construction workers are still in demand and relatively low levels of unemployment leads to competition for workers.

Employers who understand and meet what workers value the most are the ones who are more likely to be successful at attracting and retaining new staff.

The data also shows us that the industry needs to expand in diversity as well as in volume.

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 the wider industry.

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

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

These are commonly grouped under social value outcomes and include social, economic and environmental benefits.

“SOCIAL VALUE IS DIFFERENT TO MONETARY VALUE. IT MEASURES THE IMPACT ON PEOPLE’S LIVES, THE COMMUNITY AND THE ENVIRONMENT.”

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

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 also build your future workforce.

TO SAVE YOU TIME LOOKING FOR SUPPORT AND RESOURCES, THIS GUIDE SUMMARISES THE KEY INFORMATION AND PROVIDES EXAMPLES.



Creating social value through recruitment & training

EMPLOYER CONSIDERATIONS

	Is a contract of employment required?	Is there support for the employer?	Is it flexible?	Is there employer funding or subsidies?	End goal of placement or programme	Duration	
APPRENTICESHIPS	Y	Y	Y	Y	Qualification	12 months	
BUSINESS OR PERSONAL MENTORING	N	Y	Y	N	Depends on scheme	Depends on scheme	
ADULT CAREERS OR WORK TASTERS	N	TBC*	Y	N	Experience	1 day to 1 week	
CAREERS & MOCK INTERVIEWS	TBC*	Y	Y	N	Experience	1 day to 3 months*	
CAREERS & MOCK INTERVIEWS	N	Y	Y	N	Experience	1 hour to 1 day	
INDUSTRY INSIGHT AND ENTERPRISE DAYS	N	Y	Y	N	Experience	1/2 or full day	
EMPLOYABILITY SUPPORT	TBC*	Y	Y	TBC*	Experience	Up to 6 weeks	
SCHOOL PLACEMENT	N	Y	N	N	Experience	1-2 weeks	
SECTOR BASED WORK ACADEMIES	N	Y	Y	N	Employment	Up to 6 weeks	
T-LEVELS PLACEMENT	N	Y	Y	N	Qualification	Up to 45 days	
SHARED APPRENTICESHIPS	Y	Y	Y	Y	Qualification	Min 12 months	
UNIVERSITY INTERNSHIP	Y	Y	N	Y	Qualification	3-12 months	
UNIVERSITY PLACEMENT	N	Y	Y	N	Experience	3-5 weeks*	
WORK SHADOWING	N	TBC*	Y	N	Experience	1 day to 1 week	

WHO CAN APPLY?

	Age range	Unemployed	Employed	Career changers	In full-time education	In part-time education	Not in education employment or training?
	16+ including mature adults	Y	Y	Y	Y	Y	N
	14+	Y	N	Y	Y	Y	Y
	16+ including mature adults	Y	Y	Y	Y	Y	Y
	16-19	N	N	N	Y	Y	N
	14+	Y	Y	Y	Y	Y	Y
	7+	N	N	N	Y	Y	N
	16+ including mature adults	Y	Y	Y	Y	Y	Y
	14-16	N	N	N	Y	Y	N
	18+	Y	N	N	N	N	Y
	16-19	N	N	N	Y	N	N
	16+	Y	N	N	N	Y	Y
	18+	N	N	N	Y	Y	N
	18+	N	N	N	Y	Y	N
	16+ including mature adults	Y	Y	Y	Y	Y	Y



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: supplychainschool.co.uk/about/membership

FIR TOOLKITS FOR EMPLOYERS

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

Examples of the range of courses & CPD-accredited learning available:



CPD-ACCREDITED E-LEARNING MODULES

INTRODUCTORY



1hr

FIR on site: Why it matters

For site management

What FIR means; employer and employee right and responsibilities (Equality Act 2010).



1hr

Achieving business success through FIR

For directors and managers

What FIR is and its business benefits as well as risks associated with not progressing FIR.



30 min

Setting up an inclusive workplace

For project directors and managers

A step-by-step guide for good practice via a recruitment process flowchart.

INTERMEDIATE

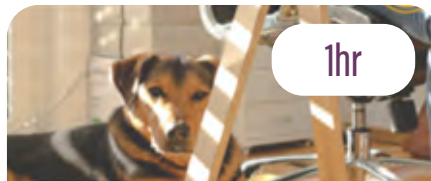


1hr

Recruiting fairly and inclusively

For managers and supervisors

A step-by-step guide for good practice via a recruitment process flowchart.



1hr

Flexible working

For managers and supervisors

What flexible working means, why workers increasingly want to work flexibly and related legislation.



1hr

Leading people inclusively

For managers and supervisors

What it means to lead people inclusively and the difference between leadership and management.

VIRTUAL & FACE-TO-FACE WORKSHOPS

INTRODUCTORY



The business case for Fairness & Respect

For everyone

What FIR is, why it matters and how to achieve it.

INTERMEDIATE



Becoming a FIR Ambassador

For completed initial learning

FIR good practice, barriers to overcome and potential workplace scenarios.

INTERMEDIATE



Leading people inclusively

For managers and supervisors

What it means, how it feels to be excluded, recognising biases and influencing organisational development.

Health & 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.



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.



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**

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.

Build UK offer a useful guide for construction employers which covers H&S, induction and safe guarding for work experience, internships and career tasters.



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.

Support with recruitment for small businesses

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.

goconstruct.org



FREE Services

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

RECRUIT

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

Go Construct

A free platform bringing together apprenticeships, traineeships, T-Levels, work experience, bootcamps and more.

careers.goconstruct.org



FREE Services

- Individuals can create a profile, upload a CV, save searches and apply quickly to roles.
- Employers can advertise opportunities, search for candidates and build early careers talent pipelines.
- Both individuals and employers benefit from a completely free service designed specifically for construction.

INSPIRE

Inspire the next generation by sharing your experience of working in construction.

Go Construct STEM Ambassadors

STEM Ambassadors bring the construction industry to life by engaging with young people at schools and events across the UK.



FREE Services

- Inspire future talent by sharing your own experiences
- Build your skills, confidence & CV
- Join a supportive national network of like-minded people

Find out more on **page 40**



5



Shorter term experience of the workplace - Placements, tasters & employability

1HR, 1 DAY TO 2+ MONTHS

Career or work tasters, work shadowing, T-Level placements, university, school, college, sixth form placements, careers talks and mock interviews, employability support, industry insight and enterprise days.



ADULT CAREER OR WORK TASTER

Adults trying a new career or work place 1-5 days, including work shadowing.



EMPLOYABILITY SUPPORT

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



T-LEVELS PLACEMENTS

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



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.



UNIVERSITY PLACEMENTS

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



SCHOOL WORK EXPERIENCE

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



COLLEGE/6TH FORM PLACEMENT

Aged 16-19 may be linked to education program or to build CV - flexible.



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.

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

- 1 to 5 days in workplace
- Unpaid
- Arranged by the individual or taster scheme
- Risk assessment of activities
- Management and supervision of individual
- Employers and Public Liability insurance

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

- 1hr to a few days, flexible
- Unpaid
- Arrange directly with the provider of the programme
- Minimal organisation as arranged by provider

COLLEGE OR 6TH 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

- **1 day to 3 months, can be very flexible**
- **Unpaid**
- **Placements arranged by the individual or education provider including support with H&S risk assessment**
- **Supervision of individual**
- **Employers and Public liability insurance**

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

- **3 to 5 week placement**
- **Unpaid but there may be funding available for a student bursary**
- **Arranged by University or individual**
- **Contract of employment**
- **Linked to degree programme area of study**
- **Risk assessment of activities**
- **Management and supervision of individual**
- **Employers and Public Liability insurance**

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

- **3 to 12 months**
- **Paid (SME business subsidies available)**
- **Arranged by University with employer**
- **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**
- **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

- **Usually for a minimum number of sessions, depends on structure of programme and age of individual**
- **Organised by a 3rd party, such as school, training provider or charity**
- **May require some mentoring training and induction**
- **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. 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

- Up to 6 months but can continue if employer wishes
- Unpaid
- Arranged by employment agency or training provider
- 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

- Up to 6 weeks
- Paid, SME business subsidies available
- Able to articulate demand for a number of job roles with similar skills at entry level and work with Job Centre to design programme
- Offering of placement in work place
- Guaranteed interview for individuals at end of programme



Employer Case Study

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.

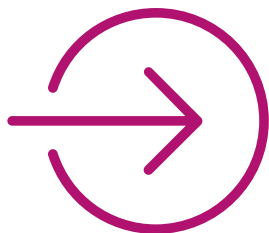
Two members of the stonework team took it upon themselves to demonstrate and assist primary and middle school children, going above and beyond their daily work. This dedication resulted in a request from St Egwin's Middle School for a **construction careers talk,** emphasising the importance of practical learning skills

alongside academic qualifications. *Whilst a new experience for Joe, he is happy to go and give talks. He says "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.

We asked the children:
“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...**





CAREERS TALKS & MOCK INTERVIEWS

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

- 1 hr to 1 day typically
- Unpaid
- Arranged with the education or support provider
- Initial briefing or organisation with provider
- You may wish to prepare some careers props or materials or some interview questions

PROMOTING TO SCHOOLS & COLLEGES

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. 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

- A few hours to typically a day
- Unpaid
- Arranged directly with providers who will support with H&S and suitable activities
- Development, coordination and resourcing of activity



Employer Case Study

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.

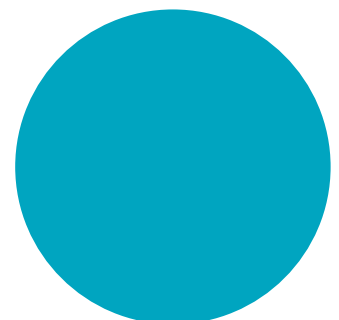
Tom Lawrence was sure he wanted a career in construction but wanted to know more about the routes and wanted some work experience to add to his CV. He approached Dave Burgess who was happy to have him on board during the summer holidays. **Because of his age (15)** and the arrangements having been made independently, **CITB provided information about the legal restrictions of Tom being on-site and suggested an online 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.

He said: "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... and **currently have 3 new apprentices** starting their 1st year... who are showing **great attitudes to learning already.**"





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.



T-LEVELS

THE NEXT LEVEL QUALIFICATION

T-Levels Qualifications

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.



**Exactly what we
look for in future
employees**



Lovell Partnerships - Employer

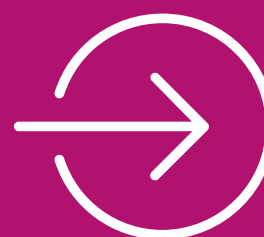
Why Offer?

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

- **45 days but can be shared between more than 1 employer**
- **Unpaid**
- **Arranged by college placement service**
- **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**

**VIEW THE 'EMPLOYER
T-LEVELS PLACEMENT'
VIDEO HERE**





Employer Case Study

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

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 an effort to bridge the ever-widening skills gap in the construction industry, St. Modwen Homes has taken a proactive approach. They've joined forces 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 way 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 1000s 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 the coming years as St. Modwen Homes offers even more T-level opportunities across the UK.





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.

6



Shorter term experience of the workplace - Placements, tasters & employability

3 MONTHS+

Mentoring, work trials, internships, shared apprenticeships, sector-based work academies and apprenticeships.



BUSINESS OR PERSONAL MENTORING



Age 16+, work 1:1 or with small groups, personal or business focused.



INTERNSHIPS

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



SECTOR BASED WORK ACADEMIES

Age 16+ training package tailored to your industry to recruit the unemployed. Up to 6 weeks.



WORK TRIALS



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



SHARED APPRENTICESHIPS



Share an apprentice with another employer.



APPRENTICESHIPS

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

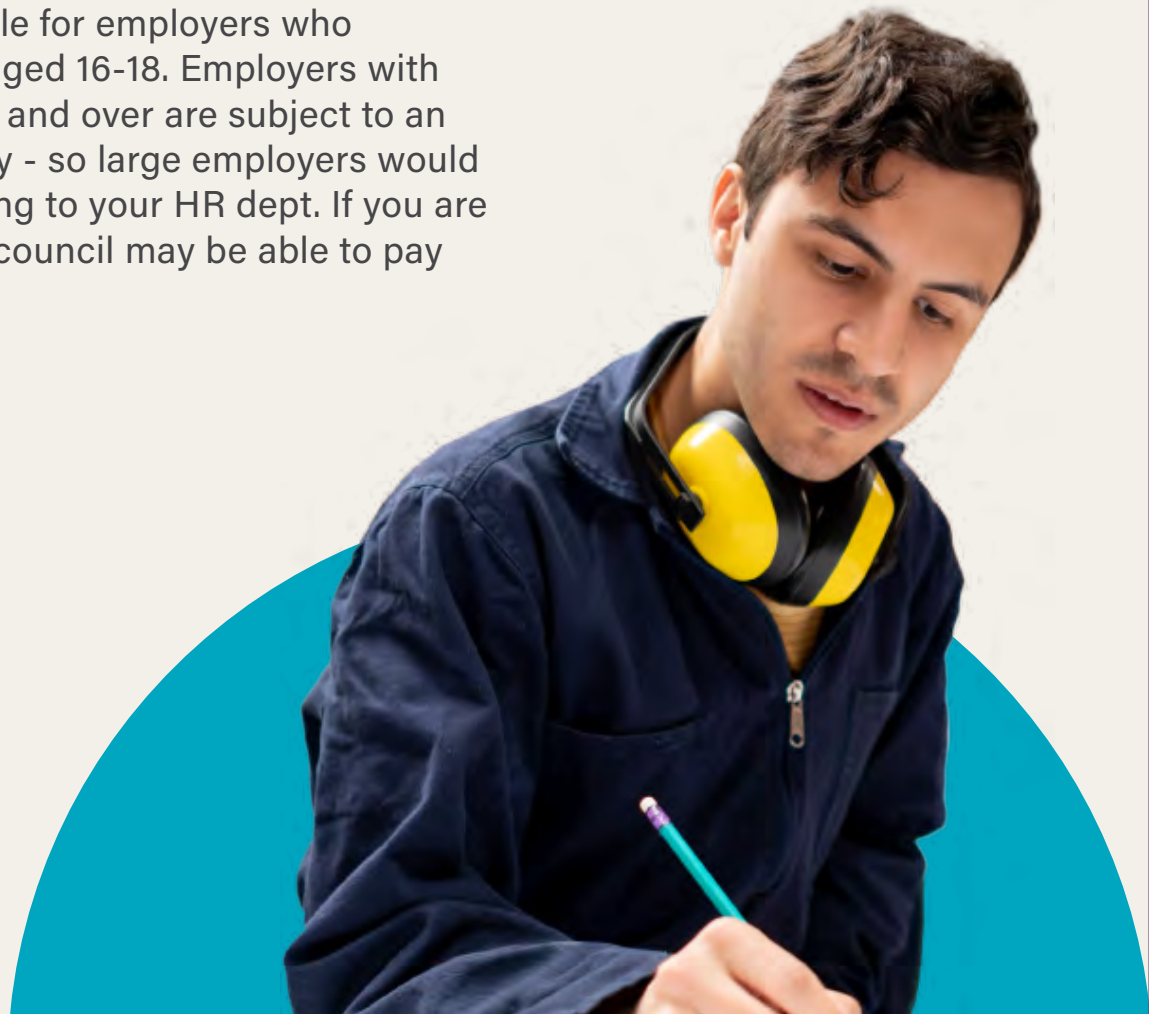


Potential funding to support employers

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

- **6 months to 5 years depending on the industry, level and contracted hours and whether p/t or f/t**
- **Apprenticeship wage or above**
- **Employer and Training Provider to arrange**
- **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**
- **Workplace mentor**

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

newentrant.team@citb.co.uk





Employer Case Study

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.**

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 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.





Employer Q&A on Apprenticeships

with Sue Kenyon, HR/Training Manager at Fitzgerald Civil Engineering Contractors

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. Some years ago, we recognised we needed to develop an apprenticeship scheme.

There is a significant lack of young people coming through the business and Groundworkers are difficult to recruit. I find that young school leavers are not educated enough on construction careers and it's difficult to promote them. We also struggled to find a provider locally.

In 2016 we were initially approached by Salutem Academy who were just round the corner from us. The process took some time...but post-covid we had 3 new-starter apprentices, which Salutem had helped select. 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. With 3 years on our site management, they 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 is satisfied with the knowledge that we are helping develop a skilled workforce, which is urgently needed. Apprentices are taught hands-on and contribute real value to the workforce. We believe our employees recognise our efforts in 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 can 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 about what your needs are
 Get support regarding all the funding you are entitled to
 Understand the Apprenticeship Standard and what it involves
 Choose good reliable skilled mentors to get on board to help nurture the apprentices



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!



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

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.

- 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.

7



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?**



Career Hubs

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

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:

- [Re-imagining Experiences of the Workplace](#)
- [Employers Shaping the Workforce of Tomorrow](#)
- [Employer Resources & Events](#)
- [Industry Partnerships](#)







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.

goconstruct.org/skillbuild/what-is-skillbuild/





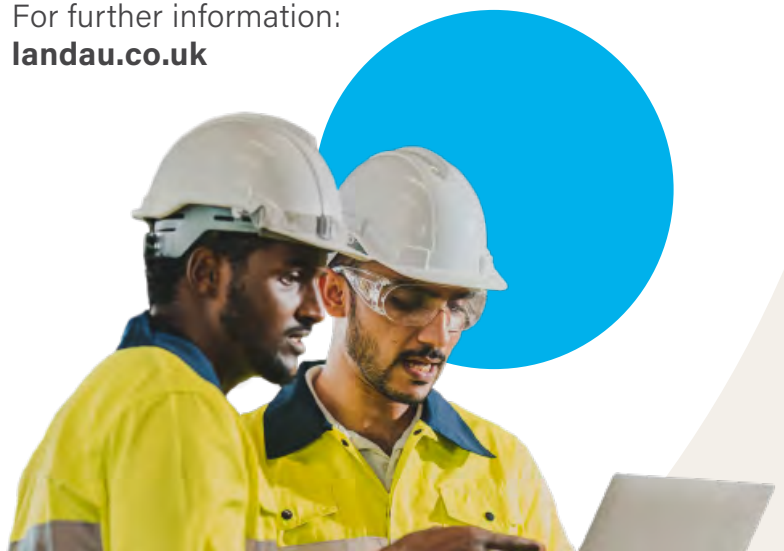
Mentoring Support In The Workplace

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:
landau.co.uk





PROVIDING MENTOR SUPPORT IN CONSTRUCTION TO RETAIN YOUR WORKFORCE

Contact us now on:

📞 01952 245 015

✉ info-construction@landau.co.uk

landau.co.uk

Resources & Information

To help you in the classroom, workplace or online.

Go Construct is a powerful resource for careers resources and information and is funded by the CITB Levy

goconstruct.org

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**
- **Ice.org.uk**
- **Goconstruct.org**
- **Stem.org.uk**

Construction Careers Resources

- **Citb.co.uk | WHAT WE DO**
- **Nationalcareers.service.gov.uk**
- **Citb.co.uk | EVENT RESOURCES**
- **Founders4schools.org.uk**

Future careers and emerging trends including sustainability

- **UK Green Building Council**
- **Connected Places Catapult**

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

- **Construction Youth**
- **Careers & Enterprise Company**
- **Go Construct STEM Ambassadors**
- **Inspiring the Future**
- **Founders4Schools**
- **SpeakersforSchools**
- **The Princes Trust**

Get CITB Support To Grow Your Business

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.
SHORT COURSE GRANTS	Grants for the achievement of approved short courses, which last from 3 hours to 29 days including Leadership & Management.
SHORT QUALIFICATION GRANTS	Grants for the successful completion of approved short qualifications (NVQ, NEBOSH etc) which take less than one year.
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.
APPRENTICESHIP GRANTS	£2500 per year attendance grant paid every 13 weeks £3,500 achievement grant on successful completion *Additional funding for a Drylining Apprenticeship
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.
NATIONAL CONSTRUCTION COLLEGE	Open and ready to provide vital and valued training for you/your business. 3 locations, nationwide.
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.

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**.

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.



Speak to your local CITB Engagement Advisor on this or anything else:

BIRMINGHAM

Jenny Samuels

Tel: 07557 172 424

Email: jenny.samuels@citb.co.uk

BLACK COUNTRY

Natalie Burd

Tel: 07780819423

Email: natalie.burd@citb.co.uk

COVENTRY & WARWICKSHIRE

Phil Warwick

Tel: 07776 226051

Email: phil.warwick@citb.co.uk

MARCHES – SHROPSHIRE, TELFORD & WREKIN AND HEREFORDSHIRE

Trevor Oakley

Tel: 07827 358406

Email: trevor.oakley@citb.co.uk

STOKE ON TRENT & STAFFORDSHIRE

Patricia Hicks

Tel: 07818529563

Email: patricia.hicks@citb.co.uk

WORCESTERSHIRE

Sam Elford

Tel: 07824 434170

Email: sam.elford@citb.co.uk



Employer Networks

Employer Networks (ENs) are an initiative set up and funded by CITB which have been growing since the initial pilot in July 2022. The networks simplify the process of getting the support and funding you need to access training.

They have two main objectives:

Firstly, Employer Networks **make it easier for construction employers to access training and funding**. The training can be in anything that supports construction businesses. 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.

Secondly, Employer Networks **bring together employers at a local level to inform CITB on training needs**. They can advise how funding should be prioritised and allocated, and to effectively use training provision to address immediate and future skills needs in their region.

There are now 33 Employer Networks across Great Britain as of October 2024.

86%
OF EMPLOYERS REPORT THAT
TRAINING ACCESS IS EASIER AS
A RESULT OF THE NETWORKS.

You can 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 Adviser, 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 finalise the booking.



At TH Developments we've long recognised the importance of training and upskilling staff. With CITB's Employer Networks, we have managed to secure training for our staff with a new training provider within a very short lead time. I would recommend any CITB member to contact their adviser as soon as possible and make use of this tremendous tool."



Net Zero 2050

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.



So 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 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 the global temperature increase to 1.5 degrees, retrofitting the nation's homes is one of the biggest ways the UK needs to reduce carbon emissions whilst also helping to reduce fuel poverty and increase energy security. CITB estimates that the construction industry needs an extra 350,000 roles to keep pace with Net Zero targets, mostly focused on improving current housing stock.

CITB is 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 has launched its **Net Zero Action Plan** to help employers and individuals get the training needed to achieve Net Zero. The plan focuses on meeting industry challenges as identified in our business plan.



These include:

- **Responding to skills demand**
- **Developing capacity and capability of construction training provision**
- **Looking ahead to future skills needs**



Courses, Qualifications & Resources

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 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

CITB has produced a **Net Zero Toolkit**, which is a guide for all industry professionals

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**

Supply Chain Sustainability School has a wealth of free to access resources. More can be found on Retrofit on their website **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**

Small 99 also have a **Net Zero Toolkit**

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 300796	debbiewestwood1@outlook.com	
Midlands Construction Training Group	Debbie Westwood	07748 300796	debbiewestwood1@outlook.com	https://mctg.co.uk/
Herefordshire & Worcestershire Construction Training Group	Karen Whitehouse	07817 966620	Karen.whitehouse@live.co.uk	https://www.hwctg.co.uk
Midland Roofing Training Group	Kate Bonsor	07968 505161	kate@midlandrooftraining.co.uk	
Staffordshire Construction Training Group	Mike Askey	01889 270890	mike@scltgroup.com	

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 free, hands-on 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 sort the paperwork,

consult with the training provider, set up your Government apprenticeship service account and more so you can focus on the job.

Help you apply for CITB grants and funding

including £2,500 per year for apprentice attendance grant, £3,500 achievement grant on successful completion of the full apprenticeship, and access to help with travel and accommodation costs.

Provide ongoing support

to ensure the learner remains on the programme.

Help find the right course with a training provider,

working with employers to find an appropriate training provider that delivers the required apprenticeship standard.

Offer you training

to provide an in-depth understanding of the current apprenticeship standard and the crucial role of being a mentor.

LEAMAC JOINERY

"I would have been lost without CITB doing this for me. I have had an apprentice in the past and got nothing as I didn't know how to claim."

ENTIRE SCAFFOLDING

"Since initially enquiring a few things with CITB, they have supported with my CITB registration, helped submit the apprentice attendance grant, created my CITB online portal and kept me up to date with all processes concerning me."

FOR MORE INFORMATION CONTACT:

Shropshire and Herefordshire:

Amanda.Carpenter@citb.co.uk

Staffordshire and Black Country:

Kelly.Stackhouse@citb.co.uk

Worcestershire, Birmingham, Warwickshire and Coventry:

Rachel.Dewar@citb.co.uk



Local Training Providers

Birmingham Met College

bmet.ac.uk

training@bmet.ac.uk

0121 362 2101

Burton & South Derbyshire College

bsdc.ac.uk

employer.enquiries@bsdc.ac.uk

01283 494510

City of Wolverhampton College

wolvcoll.ac.uk

pateld@wolvcoll.ac.uk

07823 788609

Coventry College

coventrycollege.ac.uk

employers@coventrycollege.ac.uk

02477 791700

Dudley College

dudleycol.ac.uk

01384 363000

Heart of Worcestershire College

howcollege.ac.uk

employers@howcollege.ac.uk

01905 725508

Kidderminster College

kidderminster.ac.uk

thepoint@kidderminster.ac.uk

01562 512098

Newcastle & Stafford Colleges Group

nscg.ac.uk

apprenticeships@nscg.ac.uk

01782 254287

North Warks & South Leics College

nwslc.ac.uk

nwslc.ac.uk/employers/contact-us/

SBC Training

sbc-training.co.uk

enquiries@sbc-training.co.uk

01743 454810

Shrewsbury Colleges Group

shrewsbury.ac.uk

employer@scg.ac.uk

01743 342602

Solihull College

solihull.ac.uk

employerservices@solihull.ac.uk

0121 6787000

South & City College Birmingham

sccb.ac.uk

hello@sccb.ac.uk

0121 694 5066

South Staffs College

southstaffs.ac.uk

enquiries@southstaffs.ac.uk

0300 456 2424

Telford College

telfordcollege.ac.uk

01952 642452

Walsall College

walsallcollege.ac.uk

info@walsallcollege.ac.uk

01922 657000



**Colleges
West
Midlands**



	BMet College	Burton & South Derbyshire College	City of Wolverhampton College	Coventry College	Dudley College	Heart of Worcs College	
For 16-18							
FT Construction Courses	✓	✓	✓	✓	✓	✓	
College or 6th Form Placements	✓	✓	✓	✓	✓	✓	
Construction T-Levels	✓	✓	✓		✓		
Construction Apprenticeships	✓	✓	✓	✓	✓	✓	
Construction Traineeships	✓					✓	
Age 19+							
PT Adult Education Construction Courses	✓	✓	✓	✓	✓	✓	
Construction Apprenticeships	✓	✓	✓	✓	✓	✓	
Construction Traineeships							
Construction Skills Bootcamps			✓	✓			
In Work Progression Training (IWP)	✓		✓	✓	✓		
Jobs in Construction							
Sector Based Work Academies (SWAPS)	✓	✓	✓	✓	✓	✓	
Employability Programmes	✓	✓	✓	✓	✓	✓	
Working in partnership with employers							
Careers or work taster days/events for adults & school children	✓		✓	✓	✓	✓	
Careers Days for schools/ school work placements	✓	✓	✓	✓	✓	✓	
Mock Interviews	✓		✓	✓	✓	✓	

	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
	✓	✓	✓		✓	✓	✓	✓	✓	✓
	✓	✓	✓		✓	✓	✓	✓	✓	✓
		✓			✓	✓	✓	✓	✓	✓
	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	✓		✓							✓
	✓	✓			✓	✓	✓	✓	✓	✓
	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	✓		✓							✓
					✓				✓	✓
	✓	✓	✓		✓		✓	✓	✓	✓
	✓	✓	✓		✓		✓	✓	✓	✓
	✓	✓	✓		✓		✓	✓	✓	✓
	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	✓	✓	✓		✓	✓	✓	✓	✓	✓

With thanks to our supporters:



Connect with CITB



Registered in England and Wales Charity No 264289 and in Scotland Charity No SC044875

PRODUCED IN COLLABORATION WITH

