



11th December 2023

CITB
Head Office
Sand Martin House
Bittern Way
Peterborough
PE2 8TY

Email: information.governance@citb.co.uk
www.citb.co.uk

Dear [REDACTED],

Freedom of Information Request: 232023

Following your email dated 13th November 2023 requesting the following:

- The criteria and steps involved to become a CITB Training Group and receive associated funding
- Clarify the process (if any) for initial and ongoing auditing / monitoring of CITB Training Groups

Our response is as follows:

- The criteria and steps involved to become a CITB Training Group and receive associated funding

There have not been any new Training Groups formed for several years. If CITB were to set up any new Training Groups a new application process would be required to meet the needs of CITB now.

- Clarify the process (if any) for initial and ongoing auditing / monitoring of CITB Training Groups

Local Training Group (LTG) & Regional Specialist Training Group (RSTG) Monitoring

LTGs report quarterly to CITB against a metric to identify performance against the Deliverables and Key Outcomes which are agreed between the LTG and CITB and set out in their MOU.

The LTG must deliver against the following strategic outcomes:

- Value for Money
- Training Delivery
- Accessibility
- Training Quality

Some RSTGs will also deliver against the following strategic outcomes:

- Increase the recruitment of new entrants to the sector
- Upskilling the current sector workforce
- Improve the training provision infrastructure
- Increase the supply / availability of trainers
- Influence and / or broker services

Each Deliverable is RAG rated meaning it will be given the rating of either Red, Amber or Green ("RAG"). Red indicates the LTG/RSTG is not meeting their Deliverables, Amber indicates the LTG/RSTG is close to meeting their Deliverables and Green means that the LTG/RSTG has with met or exceeded their Deliverables.



National Specialist Training Group (NSTG) Monitoring

NSTGs report quarterly to CITB against a metric to identify performance against the Deliverables and Key Outcomes which are agreed between the NSTG and CITB and set out in their MOU.

The National Specialist Group must deliver against the following strategic outcomes:

- Increase the recruitment of new entrants to the sector
- Upskilling the current sector workforce
- Improve the training provision infrastructure
- Increase the supply / availability of trainers
- Influence and / or broker services

Each Deliverable will be RAG rated meaning it will be given the rating of either Red, Amber or Green (“RAG”). Red indicates the NSTG is not meeting their Deliverables, Amber indicates the NSTG is close to meeting their Deliverables and Green means that the NSTG has with met or exceeded their Deliverables.

If you are unhappy with this response, or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied, then you may apply for an independent internal review by contacting Adrian Beckingham, Strategy and Policy Director, CITB, Sand Martin House, Bittern Way, Peterborough, PB2 8TY or email adrian.beckingham@citb.co.uk.

If you remain unhappy following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. You can raise a complaint with the ICO via their portal www.ico.org.uk/foicomplaints or by contacting them at

Information Commissioner's Office
Wycliffe House
Water Lane,
Wilmslow, Cheshire,
SK9 5AF
Tel: 0303 123 1113 (local rate)

Further details of the role and powers of the Information Commissioner can be found on the Commissioners website: <https://ico.org.uk/>

Yours sincerely
Jonathan Francis
Information Risk & Data Governance Manager