



29/09/2021

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: 242021

Thank you for contacting CITB requesting information under the Freedom of Information Act (FOIA). Your email, dated 1st September 2021, asked for the following information:

1. In relation to CITB redundancies over the past 6 years
 - (a) The total number of CITB staff made redundant
 - (b) The number of CITB staff who were given voluntary redundancy who worked for CITB beyond their initial redundancy notice period (normally 12 weeks)
 - (c) The number of CITB staff who left through compulsory redundancy who worked for CITB beyond their initial the initial redundancy notice period (normally 12 weeks)
 - (d) The total value of the redundancy payments made to staff over the past 6 years who worked beyond their initial redundancy notice period.

2. In relation to the Skills and Training Fund:
 - (a) Since the commencement of CITB's Skills and Training Fund (circa 2016) details of what evidence CITB mandated recipients of the fund in order to prove that the recipients had spent the money on the activities that CITB had paid them in advance to undertake. Please state the date when these evidence requirements were initiated.
 - (b) Number of instances and total value of the CITB Skills and Training Fund funding to recipients that was actually recovered by CITB in instances where the recipients of the fund did not carry out (training courses etc) what they were funded to do.
 - (c) In the case of a spate of suspected fraudulent Skills and Training Fund applications (at least 20) that took place in the Ayrshire area two or three years ago, details of how much CITB money was recovered and details of the processes that took place to recover the suspected fraudulent activity.

3. In relation to the CITB Apprenticeship Managing Agency contract in Scotland, details of any administration or other elements of that contract that has been undertaken outwith the UK.

My response is as follows:

1. 1. In relation to CITB redundancies over the past 6 years

(a) The total number of CITB staff made redundant

228 Individuals



(b) The number of CITB staff who were given voluntary redundancy who worked for CITB beyond their initial redundancy notice period (normally 12 weeks)

5 Individuals- all from 2020/21 Organisational Change (2 have left and 3 are currently still serving their extended notice).

(c) The number of CITB staff who left through compulsory redundancy who worked for CITB beyond their initial the initial redundancy notice period (normally 12 weeks)

- Vision 2020 – 49.
- 20/21 Organisational Change – 0 have left. 4 are still serving their extended notice.

(d) The total value of the redundancy payments made to staff over the past 6 years who worked beyond their initial redundancy notice period.

£733,422.42

2. In relation to the Skills and Training Fund:

(a) Since the commencement of CITB's Skills and Training Fund (circa 2016) details of what evidence CITB mandated recipients of the fund in order to prove that the recipients had spent the money on the activities that CITB had paid them in advance to undertake. Please state the date when these evidence requirements were initiated.

From the launch of the Skills & Training Fund in 2016, applicants have always been required to produce evidence of expenditure (invoices) plus evidence of training completion (certificates) and an evaluation form. From March 2017, further evidence was requested in the form of a completion form, however invoice evidence remains an essential criterion.

(b) Number of instances and total value of the CITB Skills and Training Fund funding to recipients that was actually recovered by CITB in instances where the recipients of the fund did not carry out (training courses etc) what they were funded to do.

We do not collate our funding data in a format that enables us to answer this query, therefore we are unable to respond to this request.

(c) In the case of a spate of suspected fraudulent Skills and Training Fund applications (at least 20) that took place in the Ayrshire area two or three years ago, details of how much CITB money was recovered and details of the processes that took place to recover the suspected fraudulent activity.

We did not record the data in the manner requested. We are therefore unable to respond to this question.

3. In relation to the CITB Apprenticeship Managing Agency contract in Scotland, details of any administration or other elements of that contract that has been undertaken outwith the UK.



No administrative or other elements of the CITB Apprenticeship Managing Agency contract in Scotland have been undertaken outside of the UK.

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, Corporate Performance 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. 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