

## **Employer Networks Policy Statement for the Employer 25 / 26**

Employers who are local to an Employer Network can benefit from subsidised eligible training through this service.

Employer Networks is an initiative set up and funded by CITB. They are designed to bring together and support employers at a local level to inform CITB on training needs, advise how funding should be prioritised and allocated, and to effectively use training provision to address immediate and future skills needs.

One of the primary purposes of Employer Networks is to make it easier for Small and Micro Employers, in particular, to access training and financial support. This in turn helps to address the skills gaps and shortages, with a particular focus on what's needed in their locality. Decisions about priority training needs are employer-led with the Employer Networks providing direction by informing employers of the training provision that will have the most value to industry.

Your CITB Adviser will work with you to identify your business training needs through a training needs analysis conversation. They can help you to find a suitable provider and then book the training for you through our Employer Network Booking Team. We encourage and support new and innovative training such as net zero, digital skills or mentoring so long as the focus of the training is construction-specific and for the benefit of the construction industry.

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

### **Employer**

Training will be part funded by CITB. Any remaining balance due must be paid directly to the applicable training provider on receipt of the providers' invoice in advance of the training being delivered.

Any training part funded by CITB under Employer Networks can only be funded once and you are not entitled to claim further funding (i.e., double funding) for this training. It is your responsibility to ensure you do not claim double funding for training. Any double funding paid to you by CITB will be immediately repayable by you upon request.

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

We want to minimise delegates not showing up for training. To avoid this, if necessary, you can ask another employee to attend a training session booked for your organisation. If a delegate does not attend a training session, it is your responsibility, as the employer, to pay for the full cost of that training session.

To ensure we are fair and responsible with industry funds, if an employer repeatedly has delegates not attending booked training, we may advise you that you can no longer access this Employer Network initiative.

To monitor the success of this initiative and collect feedback on the customer experience of the Employer Networks, we may occasionally ask you to complete a short survey via email.

## Joint requirements

As always, there are requirements which apply to both CITB and the employer. Although the following may appear obvious, a reminder is always useful.

CITB and the Employer agree to:

- Collaborate and co-operate.
- Communicate openly with each other about any concerns, issues or opportunities relating to this initiative.
- Adopt a positive outlook and always behave in a professional and courteous manner.
- Comply with all applicable laws and legislation
- Act in good faith to ensure the success and impact of the Employer Network.

To understand more about data protection and how CITB uses data, please see the [Privacy Policy](#) on the CITB website.