

## Humber Training Group

The following plan and targets are taken from the CITB's requirements and the needs expressed by the Group Members.

All objectives and actions are covered in the proposal for funding to the CITB.

Objective	Action	Timing	Target	By/Update
Organise and Co-ordinate training	Gauge training needs from members – from first visits and training plans currently in place	Ongoing	36 company visits in the 1 <sup>st</sup> year	Members SF  26 visits to date
	Establish training facilities within the group	Within 12 months	Establish a matrix of local providers working with the other Training Group networks to share training opportunities where possible	Matrix of providers currently under development
	Link with other training providers			
	Establish local provision and negotiate group booking rates where available			
Co-operate/liase with the CITB regarding promoting the training needs of the construction industry	Establish training needs of the members and report to CITB regarding possible changes in provision required by the industry	Within first 6 months	Produce a group training plan which will identify needs both current and future	Members SF  Draft group plan developed, further input from group members required
	CITB representative to be present at group meetings.	Ongoing		
	Promote a two-way flow of information			
	Ensure that research undertaken by Construction Brokerage is incorporated and brought to the attention of member companies			
Co-operate with local and national training providers regarding the provision of facilities leading to NVQs and other qualifications	Organise information sessions regarding OSAT and CSCS.	Within 12 months	Organise 2 information sessions with CITB and others	Members Employees SF  Info session on CSCS and OSAT arranged 15/2/05
	Establish what facilities are available locally, identify any gaps in provision e.g. specialist qualifications, assessors			
	Work with group members to establish management development frameworks		Member companies to help identify gaps in provision	
	Review requirements for Work Based Recorders			
Establish the impact of skills for life on the achievement of	Skills for Life programs to be introduced into at			

	<p>qualifications Establish what funding and support is available to aid employers with this element of workforce development</p> <p>Establish links with agencies and sub-contractors. Identify development needs to meet minimum standards</p>		<p>least 2 companies</p> <p>Establish minimum standards required from agency/subcontract workers e.g. CSCS</p>	
Encourage/promote recruitment in to the industry	<p>Work in partnership with HCP, CITB Education section, Construction Works and others to help promote careers in the industry</p> <p>Work with group members to establish potential career paths for future employees</p> <p>Establish links with the CITB's curriculum centres</p> <p>Promote equal opportunities and take positive action to eliminate barriers to recruitment</p> <p>Establish links with Education and supporting agencies e.g. CoVE</p> <p>Establish links with local training providers to expand the pool of potential trainees</p>	Ongoing	<p>To have made contact/connections with all to ensure they are aware of the remit of the Training Group and its members</p> <p>Members to provide good quality work experience opportunities</p> <p>All member companies to have an equal opportunities policy within first 12 months</p>	<p>Members SF</p> <p>Requested equality and diversity monitoring to be available using the TPA</p> <p>Collated some good practice polices to be shared with member companies</p>
Help raise standards of training provision	<p>Establish links with College Advisory Groups and encourage group members to join.</p> <p>Raise awareness of the Strategic Area Review process.</p>	Ongoing	<p>Members to be aware of the role and remit and join the advisory groups</p> <p>1 member company from north and south bank to join college advisory groups</p>	<p>Members SF</p>
Assist with company training plans – including TNA and OSAT	<p>Guide members through the TNA process using CITB paperwork</p> <p>Assist in the development of TNA for member companies</p> <p>Introduce the TPA to aid with development of plan and submission to CITB</p> <p>Ensure member companies are aware of options</p>	Within 12 months	<p>All members to make progress towards submitting training plans to CITB</p> <p>5 companies to sign up to OSAT</p>	<p>Members SF</p> <p>2 using TNA paperwork</p> <p>1 new submission of T Plan</p> <p>4 working towards submission</p>

	available to them in relation to developing their workforce			7 introductions to TPA  1 signed up to OSAT
Maximise Funding opportunities	Establish additional funding available to member companies outside of CITB  Ensure that all CITB Grants are maximised  Ensure that access to funding for out of scope companies is brought to their attention	Within 12 months	Make access to funding easy!  Produce step-by-step guides  Place funding opportunities on HCP website	SF  Raised awareness of Broker funding where applicable  2 Referrals made to BLH  3 companies accessing L&M project funding
Enable networking and sharing best practice in construction training	Use group meetings to share information, including guest presenters  Increase Group membership.  Establish links with other groups, federations and institutions.	Within 12 months  Ongoing	3 Group committee meetings – introduce member profiles  2 new members	Members SF  Member profiles introduced 15/2/05  1 new member  3 leads followed up
Establish and maintain effective communications within the group	Issue monthly newsletter to members  Develop HTG section of the HCP website.  Work with partner organisations to promote HTG to potential new members  Inform members of any legislation which may give rise to a training need	Within 12 months and Ongoing	Issue 6 newsletters  Launch HCP website within first year  Marketing/promotional materials to be issued to partner organisations	SF  1 newsletter issued  PR of launch event in HDM HTG to be promoted on Construction Works website  Website development underway – launch due mid March 05