



ANNUAL REPORT 2022-23

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**CITB NI Annual Report and Accounts
For the year ended 31 August 2023**

Laid before the Northern Ireland Assembly pursuant to Article 21 (2) of the Industrial
Training (Northern Ireland) Order 1984 by the Department for the Economy

on

18 December 2024

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Chairman's and Chief Executive's Foreword

We are delighted to present the combined Chairman's and Chief Executive's Foreword for the 2022-23 Annual Report of the Construction Industry Training Board for Northern Ireland (CITB NI). As we reflect on the past year, it is with great pride and gratitude that we share the remarkable achievements and progress we have made together. Our Board, appointed in Autumn 2022, has embraced the work of the previous Board and, working with our excellent executive and staff, we are now setting renewed direction for the organisation.

The construction industry is the backbone of our economy, shaping the infrastructure that supports our communities and driving economic growth. CITB NI plays a pivotal role in ensuring that our workforce is equipped with the skills and knowledge needed to meet the evolving demands of the industry. In the face of future challenges such as the increasing drive to Net Zero in our Built Environment and the need to recruit and upskill the future workforce, our commitment to excellence has never wavered.

Over the past year, CITB NI has continued to be a catalyst for positive change. Our relentless focus on training and development has empowered individuals to thrive in their careers, fostering a skilled and resilient workforce. Through strategic partnerships with industry leaders, educational institutions, and government bodies, we have strengthened the foundations of collaboration, laying the groundwork for a sustainable and prosperous future.

As we navigate the complexities of the modern construction landscape, CITB NI remains at the forefront of innovation. Our investment in cutting-edge training methodologies, technology, and research ensures that we stay ahead of the curve, delivering training programs that are not only relevant but also future proof.

In addition to our commitment to excellence in training, CITB NI is dedicated to promoting diversity and inclusion within the construction industry. We recognise the strength that comes from embracing diverse perspectives and experiences, and we are actively working towards creating an industry that is reflective of the communities it serves.

We extend our heartfelt thanks to the Department for the Economy (DfE), our sponsor Department, our dedicated team, industry partners, stakeholders, and, most importantly, the individuals who have entrusted us with their professional development. Your unwavering support has been instrumental in our success, and together, we will continue to build a brighter and more sustainable future for the construction industry in Northern Ireland.

As you turn the pages of this Annual Report, we invite you to celebrate our achievements, learn from our challenges, and join us in our ongoing commitment to excellence.

Together, we are shaping the future of construction, and in doing so, build the future landscape of Northern Ireland for the enjoyment of all its people.



Noel Brady
Chairman
13 December 2024



Barry Neilson OBE
Chief Executive
13 December 2024

Performance Overview

In considering the performance of CITB NI, it is important to reflect on the external environment in which it operates. This report covers the period from September 2022 to August 2023, a period where NI continues to operate without a functioning Assembly and annualised Government Budgets. This impacts both CITB NI and the industry it serves by restricting long-term decision making. The high-level issues identified withing DfE's 10x Economy around developing a Net Zero built environment, creating a greener energy

Vision:
A construction industry where skills and competence are at the core of every business, supported by a respected and valued CITB NI.

Mission: To develop and embed a training culture which will improve the skills and productivity of the Northern Ireland construction industry.

- Aims:**
1. CITB NI is respected and valued by industry, stakeholders, and staff.
 2. The industry invests in skills and qualifications to improve safety and profitability.
 3. CITB NI is customer focused, flexible, responsive and supportive.
 4. CITB NI is the voice for skills and informs Government policy.
 5. Communication is clear and direct.
 6. Qualifications and occupational competencies meet the needs of the NI industry.

infrastructure and improving access and progression to individuals within the construction workforce, rely on a pipeline of activity that is visible, scheduled and funded over decades, not years. Industry will not invest time and resources in skills development without security of the application of these skills within live projects. This impacts on the long-term workforce development plans of CITB NI also.

However, on a more positive note, cross Departmental policy

development has embraced the need to include skills development within their plans and collaboration between Departments has included the invitation to CITB NI to contribute where there is a demand from the construction sector, and therefore the skills within its workforce, to help meet the societal policy objectives. This expands the CITB NI Vision, Mission and Aims, not only to how it interacts with its sector, but how it contributes to Governmental policy development.

As always, CITB NI aims to work with its industry and wider stakeholders in a manner that is fair and equitable to industry employers, the workforce and the clients we serve in creating the built environment that society relies upon. As an organisation and individually, our staff strive to operate in line with the key values of Integrity, Professionalism, Learning and Teamwork. Through this approach we aim to work with industry to support both it, and the wider economy, in delivering the future envisioned within the 10x Economy Strategy where all share in the economic growth of Northern Ireland.



Integrity – we are honest and consistent



Professionalism – we strive to deliver the highest quality service

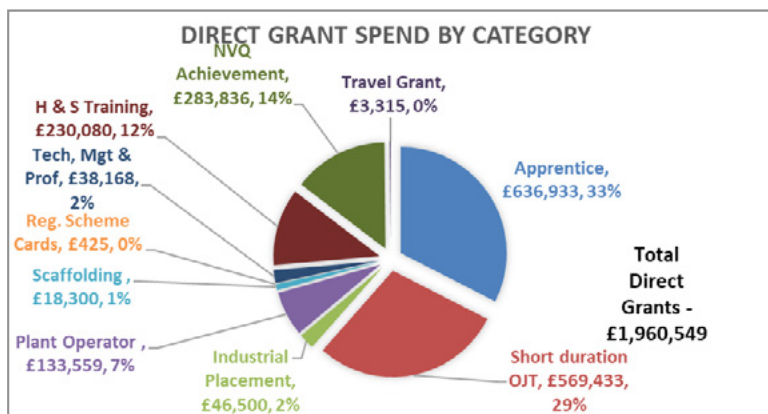


Learning – We learn, improve and support others to do the same



Teamwork – we work together as one team

In addition to the normal support to skills within the industry, the 2022-23 year has seen significant focus on the skills needed to develop a greener economy. In particular the contribution that better management and performance of the built environment can make. Much planning and discussion on the changes needed to the skills profile of the sector has taken place to develop the infrastructure, and energy performance of new and existing buildings. However, mobilisation of the skills development has been hampered by lack of long-term clarity on funded initiatives from Government driving the changes needed to meet the wider global targets set out in the Net Zero agenda. CITB NI continue to support the



improvement of general skills in the sector. In particular, the drive to recruit new entrants is a critical element of its work. CITB NI's initiative to increase the number of apprentices entering the sector continues, and its success is described later in this report. However, it is worth noting that this not only encourages craft apprentices into the industry, but more and more it is supporting Higher

Level Apprentices, entering the industry from school but aiming for Degree level professional qualifications as an alternative to full-time university education. By supporting employers and individuals through the CITB NI Grant Scheme, we help those who may not consider university for financial or other reasons, to progress to higher level salaries and the contribution that brings to the industry and economy.

Performance Analysis

Key Issues and Risks

During 2022-23, CITB NI continued to embed its normal risk management strategy by identifying those risks which could pose a threat to successful performance. As indicated above, the absence of long-term policy and financial plans from a functioning executive has been a risk to the delivery of CITB NI objectives. However, the private sector within NI, and the success of NI construction companies in GB and RoI has supported the maintenance of the NI construction workforce. There may be a future danger that the continued focus of the NI construction workforce in these other areas could result in a depleted workforce being available to meet the needs of the NI economy. Given this, the work of CITB NI in attracting new entrants into the industry becomes more in focus.

Going Concern

CITB NI has sufficient working capital at 31 August 2023 to meet its current obligations. On this basis the Board considers CITB NI's financial position at the year-end to be satisfactory.

Position at Year End

CITB NI's Statement of Financial Position is sufficiently liquid to meet its current financial obligations. During the year ended 31 August 2023, net current assets have increased slightly from £2.60 million to £2.81 million. Cash at bank and in hand has increased from £3.6 million to £3.8 million and was invested in term deposit accounts during the year.

Reserves

The General Fund at the year-end has decreased from £5.7 million to £4.8 million. This is largely due to an actuarial adjustment of £1.3 million to account for an asset ceiling restriction on the NILGOSC pension surplus, in accordance with accounting standards. In addition, an actuarial gains adjustment of £214k in relation to the NILGOSC pension liability has been accounted for.

The annual pension report, which is provided by an appointed independent actuary, has showed a movement from an International Accounting Standard (IAS) 19 calculated asset of £1 million to a net liability of £77k.

The actuary explained that the asset ceiling for funded benefits at the 31 August 2023 is zero because the projected IAS19 current service cost is below the future service contribution rate from the last valuation as at 31 March 2022. Even though CITB NI is paying a lower contribution rate (surplus recovery) over the recovery period, the perpetuity factor used in the comparison of the IAS19 cost and the valuation cost means the asset ceiling is effectively zero. The liability for unfunded benefits has been calculated at £77k.

Further information on pensions can be found in note 10 to the accounts.

Balanced Scorecard

A Balanced Scorecard (BSC) was introduced in September 2007 as a management performance tool to manage, monitor and evaluate Key Performance Indicators (KPI).

The results of the Balanced Scorecard are used to inform future strategies and improve performance. KPI targets within the Balanced Scorecard are reviewed annually. Performance against these is reviewed regularly by the Executive Management Team and progress reported to the Board three times within the year. These progress reports are shared with all staff and the Balanced Scorecard is a standing item on Divisional meeting agendas.

The CITB NI Risk Registers (both operational and “Top Risks” – reported to the Audit & Risk Committee) record all risks identified and the category they relate to within the Balanced Scorecard. Through this a clear link is made between the risks and uncertainties faced by the organisation and which “Risk Category” they relate to within the Balanced Scorecard. The “Top Risks” are discussed at each meeting of the Audit & Risk Committee and organisational risks are reviewed at regular staff meetings.

A copy of the Balanced Scorecard is provided in Appendix 1 and shows overall performance against the Critical Success Factors for 2022-23.

Performance Analysis

CITB NI’s significant contribution to training and skills of the Northern Ireland construction sector revolves around our Levy collection and Training Support to industry under the three key themes: Attracting and Inducting New Entrants, Upskilling those within the industry, and Improving Skills for Future Challenges. The Performance Analysis summarises our achievements and highlights our ongoing commitment to excellence in shaping skills development and growth of the construction industry in Northern Ireland.

Snapshot of Key Activity Delivered in 2022-23



£3.99M GENERATED
in Levy Income



£2.2M CLAIMED
in grants



757 LEVY AUDITS
completed



1,929 USED
CITB NI onsite facilities



956 APPRENTICES
supported over the last 7 years through apprenticeship grants



12 WOMEN TRAINED
in funded Women in Plant Programme



5 KEY PIECES
of research completed



218 STUDENTS
participated in College InterCampus Skills Competitions



3 KEY SPONSORSHIP EVENTS
were supported by CITB NI



605 EMPLOYERS
claimed a training grant



1,100 FREE COPIES
of GCSE Construction Textbook distributed to schools



12 STUDENTS
received student bursary of £1k to support construction studies



70 STUDENTS
attended inaugural construction bootcamp



170 PARTICIPANTS COMPLETED
Training in Partnership Programme in partnership with NIACRO supporting those in the justice system



400 STUDENTS ATTENDED
NI Apprentice Week event promoting apprenticeships to school leavers



75 SCHOOLS & 36 EMPLOYERS
on Adopt A School Programme



211 WERE TRAINED
via CITB NI scaffolding centre



2,354 INDIVIDUALS
trained through the Mobile Training Unit



27 COMPETITORS
representing 11 trades selected to attend SkillBuild National Finals



97 COMPETITORS
took part in SkillBuild Regional Competition at North West Regional College



31 WERE TRAINED
through Training in Partnership Non-licensed Asbestos Operative Programme



44 WERE TRAINED
in Certificate in Concrete Technology and Construction, Stage 1 Concrete Practice qualification in partnership with Ulster University



46 ATTENDED
Heritage Webinars & Taster Sessions



OVER 200 ATTENDED
Business Improvement Events for short duration training sessions



£95K GENERATED
in PR media value



AVERAGE 2,000
monthly visitors to website

CITB NI Levy

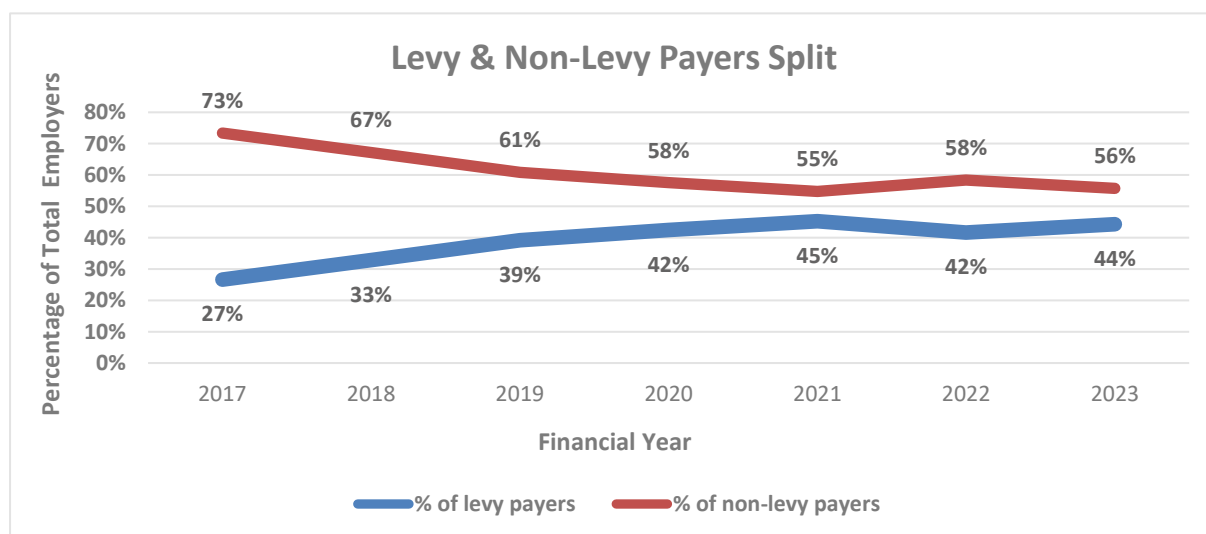
Generation of the CITB NI legislative Levy provides the financial resources that allows all activities undertaken by CITB NI to be delivered. Whether in the form of staff delivering direct benefit in terms of research and skills development, grant funding for employer training, or direct services to employers, the Levy is the basis which allows the various interventions to be delivered. In some cases, CITB NI's support is deployed in collaboration with other bodies to combine and deliver mutual objectives or is enhanced with non-levy funding from various sources.

The levy rate for the year was set at 0.55% (2021-22: 0.55%) of employers' emoluments and was maintained at the 2021-22 level to ensure that sufficient funds were available to meet the increased demand in the grant scheme. We have been able to maintain this lower levy rate for the last four years as more employers are now contributing to the levy pool and therefore the costs and benefits can be spread more fairly across the industry.

Definition: For the purposes of calculating the levy, the definition of emoluments are gross wages paid in the relevant tax year to Pay as you Earn (PAYE) employees and labour-only subcontractors working in Northern Ireland.

In 2022-23 we have seen a minimal change of two per cent in the number of levy payers compared to non-levy payers. This can be due to several reasons:

- including more accurate returns information due to audits
- more work outside Northern Ireland by large levy paying employers.
- some newly registered employers who may be below the threshold for paying levy.



The total number of levy paying employers at 31 August 2023 was 1,682 (31 August 2022: 1,513).

We will continue to monitor this and continually seek to ensure that the costs and benefits are spread fairly throughout the industry.

Definition: An employer is deemed to be in-scope (and should subsequently be registered to CITB NI) if their business activities fall within the definition of Schedule 1 of "The Industrial Training (Construction Board) Order (Northern Ireland) 1964".

Levy Audits

The levy team perform levy audits on a cyclical basis to ensure that the correct amount of levy has been assessed for each employer.

A total of 757 audits (2021-22: 791) were attempted during the year.
Of the 757 attempted, 480 (2020-21: 483) were completed
The remaining audits were carried forward for completion in 2023-24.
Completed Audits resulted in additional levy of £86,992 (2021-22: £118,036) being invoiced.
Refunds were paid to the value of £192,244 (2021-22: £191,798).

Levy Audits ensure we have more accurate levy figures for the year and provide an opportunity to inform employers of the importance of submitting accurate information by the required deadlines, and the benefits they can access from CITB NI.

Levy Income

- Approximately 97% of the invoiced levy was recovered during the year, which is the same as the previous year's recovery.
- Levy income for the year was £4.09 million (2021-22: £3.4 million). This increase is mainly a result of high wage increases throughout all trades within the construction industry.

Internal Scope Panel (ISP)

The purpose of the ISP is to discuss and decide on scope queries raised by employers in relation to the CITB NI legislation known as Schedule 1 of the Industrial Training Board Order 1964 and commonly referred to internally as the Scope Order. This is an informal route for an employer and does not override the employer's right to a formal appeal.

The ISP reviewed 8 levy scope challenges during the year. 5 employers remained in scope and 3 employers were removed from scope.

There were no Industrial Tribunal appeals lodged in 2022-23.

Theme 1: Attracting & Inducting New Entrants to industry

Our strategic initiatives have played a key role in attracting and inducting new entrants into the local construction industry, through marketing and promotion activities, women in construction development, careers initiatives and training developed in partnership with industry.

Marketing & Communications

- The Marketing & Communications strategy for 2022-25 was reviewed and updated to incorporate key communication activities that will improve brand profile and awareness.
- The CITB NI website received on average 2,000 visitors per month.
- **Social Media Statistics at the end of 2022-23**

Facebook likes	1,920
X followers	1,690
LinkedIn followers	2,487
Instagram followers	488

Media Statistics

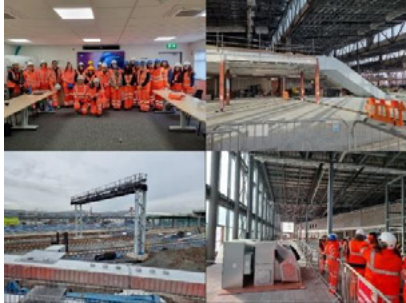
137 press clippings with a total public relations value of £95,135 and a reach to 9.9 million people.
Broadcast Media included features on <ul style="list-style-type: none">- BBC Radio Foyle- BBC Radio Ulster- UTV Life

- Radio advertising was placed with Cool FM in August to coincide with GCSE and A Level results and directed listeners to the careers section of our website.
- CITB NI developed a Media Partnership with Cool FM for NI Apprenticeship Week events and a year 10 Build Your Career event in partnership with W5.

Equality and Diversity

Women In Construction

- Throughout 2022-23 Work continued to maintain the Women in Construction Network and CITB NI renewed Corporate Membership of Women in Business for the Women in Construction Network and staff.
- 2 Women in Construction video case studies were completed in 2022.



- 1 site visit to the Ballykeel wind farm in Larne constructed by Orsted supported by local construction company William & Henry Alexander.
- CITB NI attended and supported the Women in Engineering event organised by Farrans at the Belfast Grand Central Station project in Belfast for 3 local female schools.

#NotJustForBoys Training in Partnership

- CITB NI is a contributor to the #NotJustForBoys programme through the Training in Partnership grant funding scheme.
- The programme is run by Women's Tec and is aimed at educating and empowering young girls to get into construction and is a multi-partner approach to remove barriers and bias for young women to consider a career in the construction industry.
- 1,073 girls completed the scheme in 2022-23 which included; bootcamps, DIY lessons and careers engagement events and Women's Tec opened a second hub in Newry attracting more employers and stakeholders to join.

CITB NI Women in Construction Plant and Machinery Open Day

- CITB NI initiated a Training in Partnership programme focussing on the lack of gender diversity in the plant and machinery sector. An Open Day was held in March 2023 at CITB NI, utilising the training field and Construction Simulated Site.
- 30 individuals attended including women who had registered an interest in a career in the sector. The Open Day attracted an inspirational female ambassador and speaker from JCB who addressed the group and carried out demonstrations.
- 10 items of plant and machinery were available for the group to have-a-go alongside one-to-one time with trainers to answer questions and seek feedback.

CITB NI Women in Construction Plant Operator Programme



the Construction Simulated Site.

Following on from the open day, this CITB NI Training in Partnership initiative gave 12 women the opportunity to have training on 2 items of plant, complete essential health and safety training and acquire a Construction Skills Register card after completing assessments on their chosen plant and machinery. The training was held at CITB NI, making use of industry training space and

Careers in Construction activities with Employers and Schools

Adopt a School

- The Adopt a School programme continued to be promoted to both schools and construction employers to encourage them to register and provide an opportunity for both to work together to encourage new entrants to join the industry.
- 75 schools and 36 employers have registered on the programme. An Adopt a School 'Activity' day was held with two of the employers and their paired schools. The employers provided site visits, talks and job sampling opportunities.

GCSE in Construction

- CITB NI provided 1,100 free copies of the GCSE textbook to the schools delivering the qualification.
- Currently 55 schools offer the qualification across Northern Ireland and over 11,000 have achieved the qualification to date.

Construction Teachers Forum

- CITB NI established a Construction Teachers Forum to provide an opportunity for teachers of construction qualifications to get together to discuss best practice for training delivery, share ideas, resources and develop solutions that will enhance the teaching of construction qualifications in schools across NI.

Student Bursary Award

- A £1,000 bursary was awarded to twelve students for completing their first year of a full-time 3rd level Built Environment related qualification delivered by a Northern Ireland training provider.

NI Apprenticeship Week



- CITB NI lead the Province wide Northern Ireland Apprenticeship Week sub-group, working in partnership with other sectors to host and attend events to promote apprenticeships.

Activities in 2022-23 included:

An event in partnership with Radius Housing and Mid & East Antrim Borough Council for students and people from the local community at the St Patrick's Regeneration Site, Ballymena.
--

A two-day careers promotion event for 16–18-year-olds delivered in partnership with W5 and attended by approximately 400 students and teachers from seven post primary schools. Belfast Metropolitan College provided several job sampling activities in joinery, civil engineering, plumbing and electrical and 16 employers attended offering apprenticeship opportunities.

A digital and social media campaign to highlight construction careers was ongoing during the week.
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Construction Careers Boot Camp

- Working in collaboration with School Employer Connections (SEC) and utilising the CITB NI simulated construction site, job sampling activities were provided to over 70 year 11 students from 6 schools.

Ambassadors

- CITB NI's Construction Ambassadors continued to support careers in construction and attended careers events at schools during the year.
- CITB NI attended the Northern Ireland Schools and Colleges Careers Association (NISCA) Conferences in November and May.
- CITB NI attended the Skills Summit in October, and the event provided an opportunity to engage with schools from across NI and provide them with construction careers information.

Supporting Occupational Students

- CITB NI has supported the delivery of Occupational Studies being delivered to young people in Education Other Than at School (EOTAS) through its partnership with Loughshore Educational Resource Centre who used the training space and facilities to deliver construction training.



In 2022-23, 8 young people achieved Level 1 or Level 2 qualifications. Loughshore Educational Resource Centre has returned in 2023-24, increasing their use of the facility from 1 day to 2 days to increase the number of their trainees in construction trades.

Construction Skills Competitions

CITB NI organises and supports a number of skills competitions each year, supported by:

- the Department for the Economy,
- local construction companies
- sponsors.

The College Intercampus Competitions (CICC)

- Students compete with their peers within their Further Education college or training provider giving all students an opportunity to participate and gain experience within a competitive environment under independent judging rules.
- 218 students took part in 2022-23 including 7 females across 10 trade areas. Following the CICC, the top students' progress into WorldSkills UK or SkillBuild regional heat competitions.

SkillBuild NI Regional Heat competition

- The SkillBuild NI Regional Heat is held annually. The 2023 competition was held at North West Regional College (NWRC), Greystone Campus on 16 May 2023 organised by CITB (GB) in collaboration with NWRC, CITB NI and the Department for the Economy (DfE).
- The competition also includes SkillPlumb, SkillElectric and competitions in Fire Systems and Security Systems Installation.



97 competitors took part, including 5 female students, in the regional heat event, representing 12 trades. An awards ceremony followed the competition, the first in the post pandemic era, and winners were awarded with cups, medals and prize money sponsored by the construction industry and education stakeholders.

- The competition attracted over 400 primary and post primary school students to hear about careers in construction presentations in CITB NI's Mobile Training Unit and observe and participate in have-a-go exercises.
- CITB NI also introduced a SchoolBuild pilot competition which saw 2 competing post primary school teams use a range of construction and interpersonal skills to make a large insect hotel structure.

UK and National Finals

- Top scoring students have an opportunity to represent Northern Ireland in a series of UK Finals each year.
- CITB NI supported 27 competitors representing 11 trades were selected to attend WorldSkills UK Finals hosted by CITB in Milton Keynes in November 2023.
- CITB NI continue to support NI competitors as they progress to represent the UK in the WorldSkills hallmark event, hosted in Lyon, France.
- In September 2023, 2 students from Northern Ireland competed in Furniture and Cabinet Making and in Electrical Installation at the Gdansk EuroSkills 2023 skills competition. NI students are supported by CITB NI through the skills competition cycle, starting with the CITB NI-operated College Intercampus Competition, progressing to the regional heats each year.

Building Futures Training in Partnership

- CITB NI collaborated with the Northern Ireland Association for the Care and Resettlement of Offenders (NIACRO) through the Training in Partnership grant funding to educate and train those preparing to leave the justice system to both provide opportunities for sustainable progression away from the justice system, and an additional stream of entrants into the sector.
- This included plant and machinery training with associated industry cards, and certified access level training to enhance employability.
- 170 participants completed the programme in 2022-23.

Sponsorship

Throughout 2022-23 CITB NI sponsored

- Construction Excellence Awards,
- Digital Construction 2023,
- Student Achievement Awards event in partnership with CIOB.

Theme 2: Upskilling those within the industry

Our commitment to upskilling those within the construction industry is evident in our training programmes, products, and services, helping the workforce develop key skills to thrive within the growing sector and meet future challenges.

Training Grant Support to Industry

The grant scheme has three elements encompassing;

- direct training facilitated by CITB NI,
- training delivered in partnership with other organisations
- Demand-led grant scheme.

The CITB NI demand-led grant scheme has proven to be very popular once again in 2022-23 as it offers a high degree of flexibility for employers to undertake training relevant to their own organisational requirements.

Now in its fourth year since its inception in 2019-20, our enhanced grant scheme continues to incentivise apprentice recruitment and retention by supporting employer led training. This has resulted, yet again, in a further increase in the support CITB NI was able to make available to the sector.

The benefit to industry in terms of direct support for 2022-23 was £2.15 million and is split as follows:

	£
Direct grant funding (Grants paid to employers)	1,960,549
Training in partnership & direct training *	189,945
Total Direct Support	2,150,494

*Excludes scaffolding

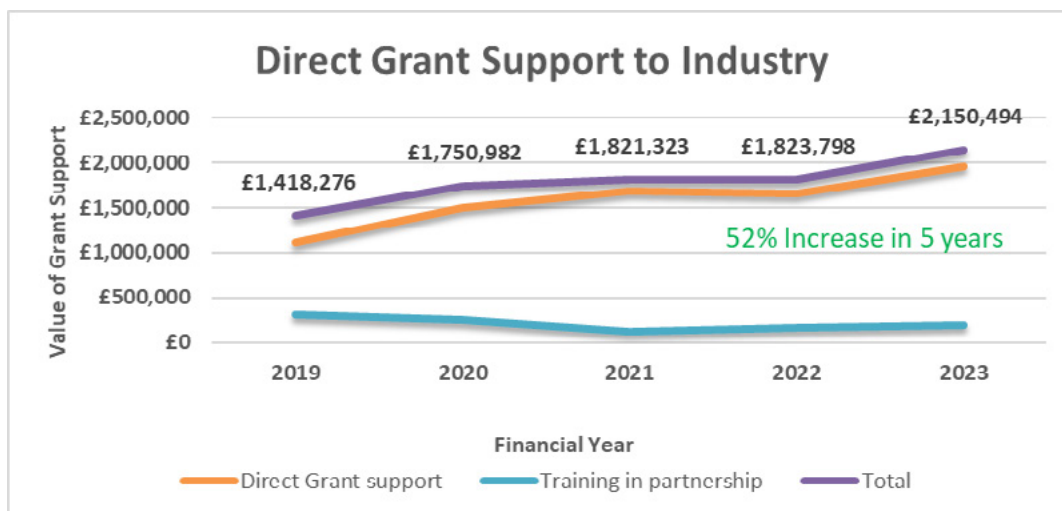
The figures include grants paid and accrued in addition to adjustments in respect of prior-period accruals.

CITB NI has paid and accrued £326k more in direct support to the industry than in the previous year (2021-22: £1,824k).

Direct Grant Support to Industry

Over the last five years CITB NI has been able to increase the support made available for training. This is in parallel with maintaining the levy rate at 0.55% and the careful use of reserves to fund this additional expenditure.

The chart below outlines the support provided split between direct grant to employers and other direct training provided in partnership or directly procured by CITB NI.

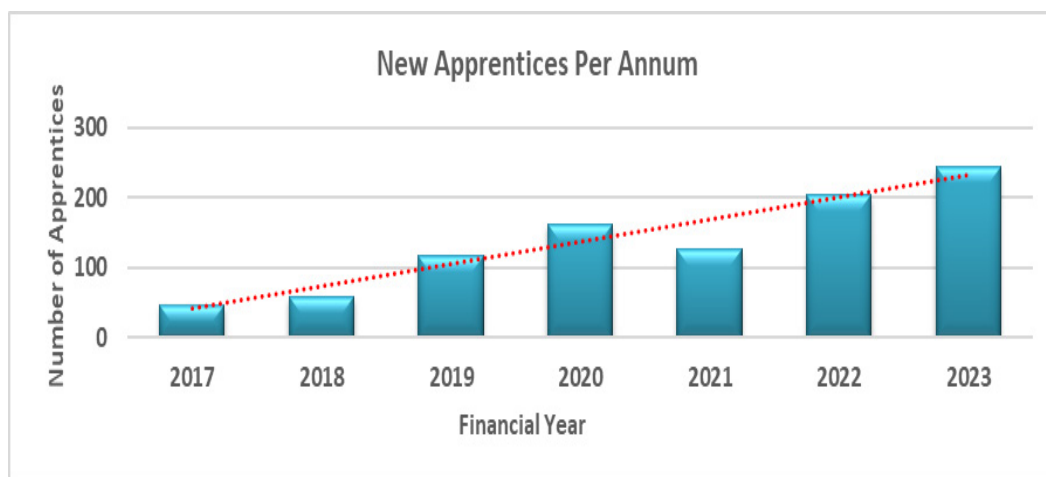


In total, there has been a 52% increase in grant support since 2019.

Whilst a similar level of expenditure is forecast for 2023-24, CITB NI is continuing to assess the structure of the funding support that will be offered in future years.

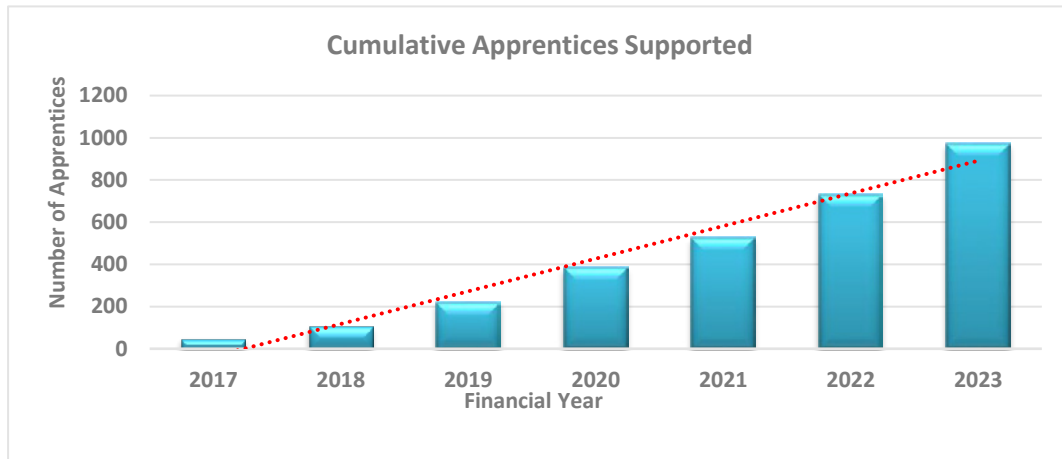
Apprentice Grants

- In 2017, CITB NI introduced an initiative to increase the number of apprentices employed and supported in the sector.



- We have achieved a year-over-year increase in supported apprentices, surpassing our initial goal set during the launch campaign to support 100 apprentices.
- The table above illustrates the number of new apprentices we have supported each year.

- The table below illustrates the cumulative numbers supported each year with a rise from just 47 apprentices in 2016-17 to 956 at the end of 2022-23.



Training Grant Claims

During 2022-23, 605 employers claimed a grant (2021-22: 583), with a total of 6,328 (2021-22: 5,662) grant applications.

Over the year,

- 506 levy paying employers claimed grant.
- 99 employers who are below the levy threshold and do not pay levy also claimed a grant.

This is an indication of the support provided to smaller companies; however, this is only an indication as many micro-companies benefit indirectly from grant through receipt of training carried out by larger companies.

Mobile Training Unit

- The Mobile Training Unit (MTU) provides free training to CITB NI registered employers, it delivers on location health and safety awareness training across a range of common topics.



In 2022-23 the MTU delivered training to 2,354 individuals, which is over double the number from the previous year. The increase is due to the MTU returning to the road following pandemic restrictions, however, small employers using the service decreased by 32.

- The MTU was also used at the Buildex Trade Exhibition in Belfast as a base to engage with employers attending the event and to showcase the range of CITB NI products and services available to the industry.

CISRS Scaffolding Centre and NVQ Achievement

- The Construction Industry Scaffolder Record Scheme (CISRS) training centre based at CITB NI is the only CISRS centre across the island of Ireland, offering an industry wide training and certification scheme for the scaffolding and access sector.
- 211 individuals gained training in a range of scaffolding types and systems within the year.
- The CISRS card scheme also includes NVQs in the training and profession map, and CITB NI is proud to have supported 17 adult learners achieve NVQ Level 2 Access and Rigging, with a further 9 achieving NVQ Level 3 Access and Rigging.
- The training centre has had both a CISRS external audit and an external quality assurance audit with the achievement of clear reports with no areas of improvement noted in either.

Business Improvement Events

- Over 200 employees 36 small attended 22 Business Improvement Events/Webinars during the year with key topics including Construction Law, Digital & Social Media Marketing & Retrofit
- Some topics were delivered in partnership with other organisations including Ernst Young, Strategic Investment Board and InterTradeIreland.

Heritage training

A three-year Covid Recovery Employment and Skills Initiative (CRSEI) for Heritage funded by the Department for Communities and administered by the Heritage Fund commenced in 2022. The overall aim of the project is to facilitate training in traditional building skills on an ongoing basis and provides training and upskilling opportunities and promoting heritage skills as a career choice in order to help bridge the current skills gap and meet future challenges.

- Stakeholder consultation and research was completed and the outcome of this was a detailed market analysis and options appraisal for the future delivery of heritage skills training.
- Training events commenced in Spring 2023 based on training needs identified within the research and 46 people attended four small scale events covering working with stone and lime mortar, retrofit of traditional buildings and fire protection measures for historic buildings.
- Several funding opportunities were identified in 2022-23 for further projects to facilitate upskilling into heritage skills, and to encourage new entrants. Project proposals included:



A retrofit upskilling programme,

An upskilling programme into heritage for joinery, stonemasonry, and traditional roofing
--

A programme for new entrants to be trained in thatching.
--

Throughout the year, CITB NI worked closely with the National Museums NI Ulster Folk Museum to develop the first Folk Museum Making Festival. Taking place over 2 days in August 2023, the festival featured talented makers showcasing their heritage skills and crafts and attracted more than 2,000 visitors.

BuildHealth Training in Partnership

- CITB NI support Build Health, a construction industry health and safety group of 43 contractors and stakeholders, including Health and Safety Executive NI (HSE NI), through the Training in Partnership grant funding, enabling it to function and grow as a central voice and support group for health and safety in construction.
- BuildHealth held a conference in 2022 focussed on an essential topic for the industry, 'Managing Health in an Ageing Workforce' with 112 in attendance.
- The 2023 conference brought focus to 'Understanding the Health and Wellbeing Needs of Young People', attended by 103 people from across the industry. BuildHealth and its members also benefit from free use of the CITB NI meeting rooms and free car park, further giving back value to the construction industry.

Building Mental Health Alliance

- The Building Mental Health Alliance (BMHA) is a Northern Ireland construction industry initiative founded and supported by a number of key stakeholders and employers, including CITB NI. It is aimed at creating better mental health for all through signposting and raising awareness.
- In addition to playing a key role in the Alliance, CITB NI has also committed to funding the group through the Training in Partnership grant funding.
- The BMHA launched itself to the industry in 2022 and showcased a free awareness video and toolbox talk for employers to use.
- The 2023 conference expanded to 2 events and launched a QR code, website support and advice pages and a free employer resource pack to support the industry to bring signposting and awareness of mental health into the workplace.

CITB NI Facilities supporting the industry.

- The CITB NI internal meeting rooms, training rooms and external training facility are a significant resource for the industry and free to use for registered employers, industry federations and member bodies. 1,929 individuals used the facility this way with bookings increasing steadily following the pandemic.
- CITB NI hosted the National House-Building Council (NHBC) for the Building for Tomorrow 2023 conference with 120 delegates, utilising the training areas and meeting rooms.
- The construction simulated site is a series of concrete bases set in the format of a typical construction site and helps to simulate training in a construction environment.
- In 2022-23 a number of courses and events were hosted on the construction simulated site including the Women in Plant training programme, a school careers bootcamp and industry-led concrete testing and setting out training.

- Development work to refurbish an outbuilding began in 2022-23 to create a 2-floor indoor area for trade and craft training. The building utilised capital investment to add a roof, electrical installation and to create training bays with interest coming from the flooring sector to offer continuous professional development training.

Independent Asbestos Training Providers (IATP) Non-licensed Asbestos Operative training

- Training in Partnership funding for Non-licensed Asbestos Operative enabled low-cost training for 31 employees of CITB NI registered employers to enhance skills in this high-risk area of construction.
- Asbestos training videos also began development in 2022-23 with involvement from industry stakeholders, the suite of 6 videos will be a free resource for employers and training providers and will be launched in 2023-24.

Encouraging the industry to train

- A suite of digital publications was published to encourage those within the industry to upskill included industry training and webinar event flyers, research infographics, and three Online Magazine publications.
- Advertising for various training initiatives and programmes was placed in the local and trade press including Specify, Modern Builder, NI Builder and Agenda NI.

Standards and Qualifications

- CITB NI continued to work in partnership with DfE, representatives from Industry bodies, Further Education and Regulators to support the Built Environment Sectoral Partnership. This collaborative working aims to ensure that DfE supported qualifications and apprenticeship frameworks meet the current and future needs of the sector.
- CITB NI staff continue to support policy development work by DfE and other bodies to meet the objectives of the 10x Economy strategy and the skills to deliver the Net Zero Carbon agenda.

Theme 3: Improving skills for future challenges

CITB NI's strategic approach is to continue to improve skills for future challenges, through research, targeted training and growth in technology we are dedicated to prepare the workforce for current demands and future advancements.

Research

CITB NI has contributed to 5 important pieces of research throughout the year.

The Annual Construction Skills Network (CSN) Report
The CITB NI Annual Skills Statement
The 2022 Stakeholder Survey
The 2022 Employer Tracking Survey
The 2022-23 Workforce Mobility and Skills research



- The research focussed on gaining an increased understanding of the training needs of the NI construction industry and helps informs our thinking.
- Also, during the year CITB NI responded to one external consultation: DfE 10X Performance Management Framework.

Northern Ireland Demolition Association Training in Partnership

- A Training in Partnership with the Northern Ireland Demolition Association (NIDA) came into its second year in 2022-23.
- The funding created opportunities for the demolition sector to utilise training not currently delivered in Northern Ireland.
- 4 supervisors received training and qualifications and the member body are now working with their members to identify the future skills needed to develop skills and training within the local demolition sector.

Ulster University Concrete Practice Training in Partnership

- CITB NI partnered with the Ulster University to deliver a Certificate in Concrete Technology and Construction, Stage 1 Concrete Practice qualification.
- The training was delivered to 44 individuals, offering both upskilling and enhanced learning. Students and employers can mutually benefit from training interventions and partnerships like these, as highlighted by the Concrete Society Northern Ireland and the Mineral Products Association Northern Ireland.

IT system

To enable CITB NI to provide a better service to industry it needs to replace its dated customer information system which is used across the organisation. During the year a detailed system specification was developed. A tender exercise was initiated with CPD, the tender exercise was completed and a contract to redevelop the system was awarded. The new system is planned to be available by the end of 2024 and will provide a modern and significantly improved service to employers and CITB NI staff.

AR Constructor

AR Constructor is a tool to support those furthest from the labour market gain an understanding of life and work skills. The application is based on a design and build project for a fictitious town council who wish to have a new bridge built. AR Constructor comprises of a Resource Pack for the delivery of the underpinning knowledge and an online platform which enables the participants to display a three-dimensional augmented reality image of the bridge they have designed and built. AR Constructor's development was a partnership arrangement between Ufl VocTech Trust and CITB NI.

Sustainability Report

With the emergence of homeworking driven by both digital improvements in CITB NI, and the Covid-19 pandemic, a tremendous improvement in carbon emissions have been reported for 2022-23, at 126.4 tonnes of CO₂e.

CITB NI has measured and reported on its carbon footprint annually for 14 years, and as a result CITB NI has contributed to year-on-year meaningful actions to reduce carbon emissions for the betterment of our planet. The baseline carbon footprint reported in 2008-09 was 342.69 CO₂e tonnes and 10 years ago CITB NI had a footprint of 234.5 tonnes of CO₂e, both figures showing how CITB NI is delivering sustained improvements.

Whilst the electricity used at the CITB NI facility mainly remained static in 2022-23 at 145,162 kwh, the heating oil purchased, increased by 6,600 litres stemming from a cold winter, increased use of training facilities and taking advantage of lower summer fuel costs. CITB NI track a range of data including printing and copying volumes, confidential waste with onward paper recycling and staff mileage, all of which contribute to monitoring sustainable practices. CITB NI saved 3,478 CO₂ kg through its confidential waste management process, an equivalent to 98 trees.

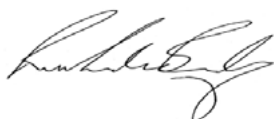
In 2022-23 CITB NI responded to a consultation from The Department of Agriculture Environment and Rural Affairs (DAERA) on climate change reporting for public bodies in Northern Ireland. CITB NI is committed to working towards a net zero future in its operation, and in doing so hopes to inspire industry stakeholders to work collaboratively on tackling climate change.

Long-Term Expenditure trends

CITB NI is a non-departmental public body which has the statutory powers to raise a levy from construction employers in Northern Ireland. The levy is CITB NI's main source of income representing almost 93% of the total income in 2022-23. Employers who turned to competing for work outside Northern Ireland to keep their business operating during the economic downturn, continue to operate outside the province. The overall context of reductions to budgets across the public sector has impacted the construction sector, as construction employers may have fewer opportunities to compete for public-sector contracts in Northern Ireland.

CITB NI seen a significant increase in Levy income in 2022-23 which can be attributed to higher wage increases than in previous years. The budget for 2023-24 has been set at a similar level of activity as 2022-23. Early indications are that levy income for 2023-24 is strong. The 2023-24 budget was originally projecting an operating deficit of £143k however CITB NI has sufficient reserves to absorb this deficit in 2023-24. The challenge going forward into 2024-25 will be to ensure that support for employers training needs is cost-effective and is affordable within CITB NI's income budget.

A Board workshop was held in November 2023 to review the future strategic direction of the organisation which will now facilitate the development of a new three-to-five-year business plan.



Mr Noel Brady
Chairman

Date: 13 December 2024



Mr B Neilson OBE
Accounting Officer

Date: 13 December 2024

Accountability report

The purpose of the Corporate Governance Report is to explain the composition and organisation of CITB NI's governance structures and how they support the achievement of its objectives.

Directors' Report

Position of Chief Executive

Mr Barry Neilson was Chief Executive and Accounting Officer from 1 September 2022 to 31 August 2023.

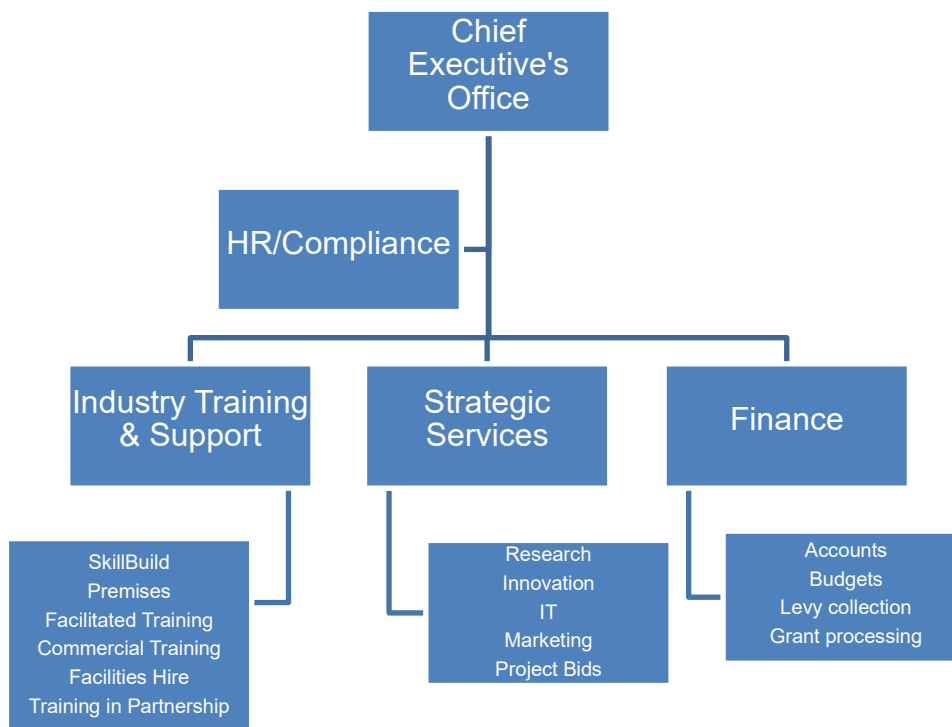
Board Members

The Board of CITB NI comprised 12 members and the Chairman from 1 September 2022 to 31 August 2023.

Membership of the Board is determined by the Department for the Economy and through formal appointment by the Minister. Appointments to the Board follow the Office of the Commissioner for Public Appointments guidelines. The Department for the Economy appointed two education representatives on 25 April 2022. Another ten Board members and a Chairman were appointed on 18 July 2022.

A list of those who served as Board members during the year and their attendance is outlined in Appendix 2.

Organisational Structure 2022-23



The Executive Management Team comprised the Chief Executive, Director of Industry Training and Support, Director of Strategic Services, and the Director of Finance.

Personal Data Related Incidents

There have been no personal data related incidents during the year.

Charitable Donations

CITB NI did not make any charitable or political donations during the year.

Payment to Suppliers

CITB NI is committed to the prompt payment of bills for goods and services received in accordance with the Better Payment Practice Code. Unless otherwise stated on the contract, payment is due within 30 days of the receipt of the goods or services, on presentation of a valid invoice or similar demand, whichever is later.

For the year ended 31 August 2023, 99%, (2021-22: 100%) of payments to suppliers were paid within 30 working days. In addition to this, the Government has said that wherever possible public-sector bodies should seek to pay suppliers within 10 working days of receipt of the invoice. In 2022-23 we met this standard for 98% of invoices received (2021-22: 99%).

Pensions

CITB NI participates in a defined-benefit scheme the assets of which are held in a separate trustee-administered fund operated by NILGOSC. CITB NI takes no direct role in the administration of the fund and contributions to this scheme are as recommended by the actuary. Note 10 to the financial statements provides additional information on pensions.

Complaints Handling

CITB NI has in place a complaints procedure and the Board Administrator is the designated Complaints Officer. All written complaints are acknowledged, within 5 working days and a full investigation and resolution sought within 20 working days. Complainants will be advised of a delay beyond this period with the new expected response date advised.

Written responses to formal complaints are under the signature of the Chief Executive, who is kept informed at all stages of the procedure and the action being taken. Should a resolution not be possible at that stage, the complainant may refer the matter to the Northern Ireland Public Services Ombudsman for independent review.

Records of all complaints received, and the actions taken are maintained for monitoring purposes.

CITB NI did not receive any formal complaints during 2022-23. However, if formal complaints had been received CITB NI would have undertaken a review following the complaint to identify any trends emerging from complaints received and any potential amendment to CITB NI policies or procedures required.

Register of Interests

A Register of Interests is maintained by CITB NI and can be inspected at 17 Dundrod Road, Nutts Corner, Crumlin BT29 4SR. Material transactions with related parties and Board members are disclosed in the Related Party Transactions note of the Annual Accounts.

Statement on Disclosure of Relevant Audit Information

So far as the Accounting Officer is aware, there is no relevant audit information of which the entity's auditors are unaware, and the Accounting Officer has taken all the steps that he

ought to have taken to make himself aware of any relevant audit information and to establish that the entity's auditors are aware of that information.

Non-audit Work

During the year CITB NI purchased non-audit services from its auditor, the Northern Ireland Audit Office in relation to participation in the National Fraud Initiative. The value of this expenditure was £1,319 (2021-22: NIL).

Important Events Occurring after the Year End

No important events occurred after the year end which have had any financial impact on the results for the year ending 31 August 2023.

Statement of Board Members and Chief Executive's Responsibilities

Under the Industrial Training (Northern Ireland) Order 1984, the Department for the Economy has directed CITB NI to prepare for each financial year a statement of accounts in the form and on the basis set out in the Accounts Direction. The accounts are prepared on an accruals basis and must give a true and fair view of the state of affairs of CITB NI and of its income and expenditure, Statement of Financial Position and cash flows for the financial year.

In preparing the financial statements, the Accounting Officer is required to comply with the requirements of the Government Financial Reporting Manual and in particular to:

- observe the accounts direction issued by the Department, including the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- make judgments and estimates on a reasonable basis;
- state whether applicable accounting standards as set out in the *Government Financial Reporting Manual (FReM)* have been followed and disclose and explain any material departures in the financial statements;
- prepare the financial statements per FReM 2022-23, on the going concern basis, unless it is inappropriate to presume that CITB NI will continue in operation; and
- confirm that the annual report and accounts as a whole is fair, balanced and understandable and that he or she takes personal responsibility for the annual report and accounts and the judgements required for determining that it is fair, balanced and understandable.

The Department for the Economy has appointed the Chief Executive as Accounting Officer of CITB NI. The responsibilities of an Accounting Officer, including responsibility for the propriety and regularity of the public finances for which the Accounting Officer is answerable, for keeping proper records and for safeguarding CITB NI's assets, are set out in Managing Public Money Northern Ireland published by the Department of Finance.

As Accounting Officer, I can confirm that there is no relevant audit information per FReM 2022-23, of which the auditors are unaware. I have taken all the steps that I ought to have taken to make myself aware of any relevant audit information and to establish that the auditors are informed of it.

Governance Statement

This Governance Statement for CITB NI reflects the organisation's governance, risk and internal control arrangements as they have operated during the 2022-23 year.

As well as being an Industrial Training Board, CITB NI is an Executive NDPB. An Executive NDPB has the following characteristics:

- Operates under statutory provisions and is legally incorporated
- The Chief Executive is accountable to the Board
- The body is responsible for its own budget
- Appointments to the Board are made by the Minister

CITB NI's sponsoring Department is the Department for the Economy (DfE). The DfE Minister appoints the Board of CITB NI through the Public Appointments Unit.

Governance Framework

CITB NI is committed to the principles of good practice in Corporate Governance through the governance framework as evidenced by:

- CITB NI Board
- CITB NI Finance and General Purposes Committee
- CITB NI Audit and Risk Assurance Committee
- CITB NI Review Committee
- Executive Management Team
- Quarterly Accountability meetings with CITB NI sponsoring Department, The Department for the Economy (DfE)

Partnership Agreement

The Partnership Agreement between DfE and CITB NI was signed in December 2021. The increase of delegated authority from £10k to £30k was retained. The Board's Standing Orders were updated and approved by the Board in January 2022.

The Board

The Board of CITB NI meets at least six times during the year. Meetings of the Board are scheduled to be held following meetings of the Audit and Risk Assurance Committee. A report of each meeting of the Audit and Risk Assurance Committee is presented to the Board by the Chairman of the Audit and Risk Assurance Committee and matters of significance are recorded on the Board minutes.

During the 2022-23 meetings were again held physically with the option to join remotely if required. This allowed for excellent attendance by Board members while continuing to meet Government guidelines in relation to COVID.

The Annual Board Workshop was held in November 2022 incorporating discussions around setting the strategic direction of the organisation and support for the industry.

During the 2022-23 year, issues considered by the Board included:

- Strategic direction
- Annual budget
- Management accounting
- Performance targets
- Committee reports
- Risk appetite
- Proposal of the CITB NI annual levy rate

The current Board was appointed in July 2022 so Board member induction was provided in March 2023.

The consultation on the annual levy rate was issued to industry on 30 March 2023.

A register of Board members interests is established and is updated regularly. Declaration of Interests is included on the agenda of Board and Committee meetings.

Finance and General Purposes Committee

The Board's appointed Finance and General Purposes Committee reviews in detail financial matters and human resources issues and makes recommendations to the Board. The Committee is Chaired by a Board member appointed by the Chairman. The Chairman attends as a member of the Committee.

During 2022-23 meetings of the Finance and General Purposes Committee were again held physically.

Audit and Risk Assurance Committee

CITB NI's Audit and Risk Assurance Committee meets four times a year. The Audit and Risk Assurance Committee comprises a chairman, and three members appointed by the Board. Representatives from the organisation's internal auditors, the Northern Ireland Audit Office and DfE are normally present.

The Audit and Risk Assurance Committee reviews on a regular basis, CITB NI's internal control procedures, outstanding audit recommendations, policies and procedures and corporate governance. Risk Register, Dear Accounting Officer and Dear Finance Director letters are also reviewed at each meeting. Fraud is also included on the agenda for each meeting.

The Audit and Risk Assurance Committee provides an annual report to the Board, which summarises the Committee's work for the year including details of agenda items of meetings, internal audit, external audit, risk management and policies and procedures.

Internal Audit

A tender to appoint internal auditors commenced by CPD in spring 2022 but unfortunately no appointment was made. The Competition was retendered, and an appointment made in June 2023. Not Just Governance attended the meeting of the Audit and Risk committee in August 2023 and provided an Internal audit strategy and programme, which subject to some amendment was accepted by the Committee. The programme of internal audits is regularly reviewed by the Audit and Risk Assurance Committee and management to ensure that the audit areas identified continue to be appropriate and of benefit to the organisation.

During the year ended 31 August 2023 Not Just Governance completed the agreed programme of audits although due to the late appointment this was undertaken into 2023-24.

The table below provides a summary of assurance ratings.

Audit Topic	Assurance Rating
Risk Management	Satisfactory
Human Resources	Satisfactory
Levy Collection	Satisfactory
Grant Payment	Satisfactory
Finance-Payroll	Satisfactory
Business Continuity	Satisfactory

The overall audit opinion for CITB NI for the year was satisfactory.

Board Review Committee

The Board Review Committee comprises a chairman and three members appointed by the Board. The Board Review Committee considers the Board's policies in respect of assessment and collection of levy, reviews existing and new grants and makes recommendations to the Board. The Board Review Committee also considers challenges to the scope position and grant appeals by employers and reviews both existing and new programmes or projects being undertaken by CITB NI in accordance with the Rules of Delegation and make appropriate recommendations to the Board.

The Committee received training in relation to scope and legislation during 2022-23.

The Committee also reviews CITB NI policies.

Executive Management Team

The Executive Management Team (EMT) meets formally on monthly basis and is chaired by the Chief Executive and includes the Directors of Strategic Services, Industry Training and Support and the Director of Finance. The EMT reviews risk management, current financial position, balanced scorecard and ongoing operational issues at each meeting.

Quarterly Accountability Meeting with DfE

Accountability meetings with DfE are held on a quarterly basis. The agendas for these meetings include standing items, such as performance monitoring, budgetary and financial matters, risk management and corporate governance. A report of each meeting is provided for the Audit and Risk Assurance Committee. The DfE Permanent Secretary also meets annually with the Board Chairman.

Quality of Data

The Board its committees and staff rely on data from various sources including:

- Research carried out by CITB NI
- Meetings with industry employer bodies
- Meetings with industry and stakeholders
- Consultations with industry
- Interrogation of research undertaken by other bodies
- Stakeholder meetings; and
- Events with employers in the industry.

This information is consolidated with data from services provided by CITB NI to provide the Board with high quality data to rely on in the discussion making process.

Scope of Responsibility

The Chief Executive of CITB NI is the Accounting Officer and has responsibility for maintaining a sound system of internal control that supports the achievement of CITB NI's mission, vision and aims whilst safeguarding the public funds and Board assets for which the Accounting Officer is personally responsible, in accordance with the responsibilities assigned in Managing Public Money Northern Ireland.

The view of the overall system of internal control is informed by the following:

Internal audit reports

Regular review of the Strategic and Operational risk registers.

- Quarterly Accountability meetings with officials from DfE to consider both operational and strategic issues and matters relating to the system of internal control.
- Comprehensive budgeting systems with an annual budget, which is reviewed and agreed by the Executive Management Team and quarterly by the Board.
- Regular reviews by the Board of periodic and annual financial reports which indicate financial performance against the forecasts; and
- Setting targets to assess financial and operational performance.

Review of Effectiveness

The Accounting Officer has the responsibility for reviewing the effectiveness of the system of internal control.

The review of the effectiveness of the system of internal control is informed by the work of the internal auditors and the executive managers within CITB NI who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their management letter and other reports.

The implications of the result of the review of the effectiveness of the system of internal control is provided by the Board, the Audit and Risk Assurance Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

The Purpose of the System of Internal Control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness.

The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of CITB NI's policies, aims and objectives. It is also there to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.

The system of internal control has been in place in CITB NI for the year ended 31 August 2023 and up to the date of approval of the annual report and accounts and accords with Department of Finance guidance.

Capacity to Handle Risk

CITB NI's risk management system has been formalised through:

- the development and communication of a risk management strategy
- the maintenance and continuous review of the strategic and operational risk registers
- the development of the Business Continuity Plan
- review of risks at Executive Management Team meetings and Audit and Risk Assurance Committee meetings; and
- Review of risks at staff team meetings

Staff are made aware of risk management through publication of the Risk Management strategy on the shared drive, through dissemination of information produced from the Executive Management Team and participation in internal Divisional meetings.

During 2022-23 the risk management strategy, strategic and operational risk registers were reviewed and updated in line with best practice.

The Audit and Risk Committee instigated a review of the Risk Register during 2022-23, which incorporated the layout and description of risks identified.

The majority of risks are identified by the Executive Management Team and staff. However, over the 2022-23 year a number of risks were identified or amended by Audit and Risk Assurance Committee and Board members and incorporated into the Risk Registers.

The Risk and Control Framework

Risk management procedures have been in place throughout the year ended 31 August 2023 in addition to the existing regular review and reporting of internal control systems. The Executive Management Team reviewed on a regular basis the risk register and the principal risks were identified, classified and the management of those risks considered in detail on a monthly basis.

The management of risks was reported quarterly to the Audit and Risk Assurance Committee and included in the report to the Board.

Risk Registers

The risk registers and assignment of risk ownership are available to all staff.

The risk registers are updated on a regular basis to:

- Add new risks and remove out of date risks;
- Review risk ratings and rankings; and
- Report the top risks to ensure effective mitigation measures are implemented.

Risks to information are managed and controlled within this process and CITB NI has in place Freedom of Information and Data Protection Policies, which include the handling of information. Procedures are in place to ensure the adequate protection of data held on computers. Formal authorisation is required in advance of being given access to IT systems via either the network or WIFI. Individual applications have authorisation signing on procedures for users.

Staff are aware of the importance of securely storing paper records and dedicated archive stores are provided and all staff are provided with IT and cyber security training. This has been undertaken in compliance with the General Data Protection Regulations introduced in May 2018.

Reporting

Risk management is reported and reviewed at the Executive Management Team meetings on a monthly basis and formal reports were issued to the Audit and Risk Assurance Committee at each of its meetings throughout the year.

Significant Internal Control Issues

There were no significant internal control issues reported during the year ended 31 August 2023.

Assessment of Compliance with Corporate Governance Code

The Board is content that during 2022-23 it has complied with the Corporate Governance Code as outlined in Managing Public Money Northern Ireland (MPMNI).

Remuneration and Staff Report

The Remuneration and Staff Report sets out CITB NI's remuneration policy for Board members and the Chief Executive. It reports on how that policy has been implemented and sets out the amounts awarded to Board members and the Chief Executive.

Remuneration Policy

As an NDPB, members of staff within CITB NI are not civil servants. The CITB NI Board appoints members of the Board to the Finance and General Purposes Committee. The role of the Committee is to advise the Board on all financial matters, remuneration and employment policy specifically relating to the following matters:

- Staff matters including recruitment, selection, promotion, organisational structure, terms and conditions of service, and disciplinary and grievance matters;
- Board policies in relation to staffing matters;
- Remuneration for staff at all levels; and
- Such other issues as may be referred to it by the Board.

In determining pay and grading systems, and overall increases in pay bill, the board takes account of public-sector pay policy and any guidance issued by DoF, Treasury and the Cabinet Office.

All proposed pay remits are submitted to DfE/DoF for approval in the form of a business case to justify value for money, affordability and consistency with public-sector pay policy. The Department for the Economy work within the public-sector pay policy and guidance in determining the remuneration (including any salary and allowances) for Board members including the Chairman.

There are currently no plans to change the policy in relation to the remuneration of senior managers. Any such changes would be guided by public sector pay policy and any guidance issued by DoF, Treasury and the Cabinet Office.

Service Contracts

All appointments for services made by CITB NI are made based on merit, on the basis of fair and open competition.

Unless otherwise stated, the officials covered by this report hold appointments, which are for a fixed term period of three years. The Department for the Economy, which is required to strictly adhere to the public appointment's procedures, appoints CITB NI Board members. A Code of Conduct for Board members is in place.

Unless otherwise stated, the officials covered by this report can be removed from office by the Minister without notice and without termination payments.

Mr Barry Neilson was appointed permanent Chief Executive with effect from 17 May 2010.

The conditions of service for the Chief Executive are those laid out within CITB NI's Employee Handbook. The Chief Executive is on an open-ended contract.

The current Chief Executive's notice period is three months.

Corporate Governance Report

Salary and Pension Entitlements (Audited)

The following sections provide details of the remuneration and pension interests of the senior officials of CITB NI.

The position of Chief Executive from 01 September 2022 to 31 August 2023 was held by Barry Neilson a direct employee of CITB NI. The remuneration payable to the Executive Management Team was as follows:

Name	2022-23				2021-22			
	Salary £'000	Benefits in kind (nearest £100)	Pension Benefits* (to nearest £1,000)	Total £'000	Salary £'000	Benefits in kind (nearest £100)	Pension Benefits (to nearest £1,000)	Total £'000
B Neilson Chief Executive	65-70	0	19	85-90	65-70	0	16	80-85
A McIlmurray (Part-time) Director of Finance	40-45 (Full-Time Equivalent 45-50)	0	14	55-60	40-45	0	13	50-55
R McKeeman Director of Industry Training	45-50	0	2	50-55	45-50	0	1	45-50
W McMullan Director of Strategic Services	45-50	0	17	65-70	45-50	0	16	60-65

The remuneration payable to the Chairman and Board members was as follows:

Official	2022-23		2021-22	
	Salary	Benefits in kind (nearest £100)	Salary	Benefits in kind (nearest £100)
N Brady (Chairman) Appointed 18/07/2022	20-25	-	0-5	-
D McKee * Board member from 25/04/2022	0-5	-	0-5	-
A Sloane Board member from 25/04/2022	0-5	-	0-5	-
G Gordon Board Member from 18/07/2022	0-5	-	0-5	-
J McKeown Board Member from 18/07/2022	0-5	-	0-5	-
D McCreadie Board member from 18/07/2022	0-5	-	0-5	-
L Graham* Board member from 18/07/2022	0-5	-	0-5	-
C King * Board member from 18/07/2022	0-5	-	0-5	-
G Graham Board member from 18/07/2022	0-5	-	0-5	-
N McKee Board member from 18/07/2022	0-5	-	0-5	-
J Payne * Board member from 18/07/2022	0-5	-	0-5	-
K Smyth Board member from 18/07/2022	0-5	-	0-5	-
S Young Board member from 18/07/2022	0-5	-	0-5	-

*Member of Finance & General Purposes Committee

The Chairman and Board members are appointed by the Public Appointments Office. Therefore, CITB NI does not make any payments in respect of bonuses or pension benefits in respect of these individuals.

Fair Pay Disclosures (Audited)

Pay Ratios

Reporting bodies are required to disclose the relationship between the remuneration of the highest-paid director in their organisation and the lower quartile, median and upper quartile remuneration of the organisation's workforce.

The banded remuneration of the highest paid director in CITB NI in the financial year 2022-23 was £65,000 - £70,000 (2021-22: £65,000 to £70,000). The relationship between the midpoint of this band and the remuneration of the highest-paid director and CITB NI's workforce is disclosed below.

2022-23	25th percentile	Median	75th percentile
Total remuneration	£23,622	£26,453	£33,066
Pay ratio	2.86:1	2.65:1	2.04:1

2021-22	25th percentile	Median	75th percentile
Total remuneration	£20,077	£25,935	£32,418
Pay ratio	3.36:1	2.65:1	2.08:1

Total remuneration consists of salary payments. CITB NI makes no other payments to staff other than expenses, travel, and subsistence. The total remuneration figure does not include severance payments, employer pension contributions and the cash equivalent transfer value of pensions.

In 2022-23 and in 2021-22, no employees received remuneration more than the highest-paid director.

Remuneration ranged from £21,576 to £67,500 (2021-22: £18,644 to £67,500).

The 25th percentile ratio decreased from 3:36:1 in 2021-22 to 2.86:1 as a result of an increase to the salary band of the Administration Assistant grade during the year.

Percentage Change in Remuneration

Reporting bodies are also required to disclose the percentage change from the previous financial year in the:

- a) salary and allowances, and
- b) performance pay and bonuses (not applicable to CITB NI) of the highest paid director and of their employees as a whole.

The percentage changes in respect of CITB NI are shown in the following table:

Percentage change for:	2022-23 v 2021-22	2021-22 v 2020-21
Average employee salary and allowances	3.9%	1.4%
Highest paid director's salary and allowances	2.0%	1.0%

Salary

'Salary' includes gross salary and Board member attendance allowance to the extent that it is subject to UK taxation. CITB NI makes no other payments to Board members or staff other than expenses, travel and subsistence.

Benefits in kind

The monetary value of benefits in kind covers any benefits provided by the employer and treated by the HM Revenue & Customs as a taxable emolument. There were no benefits in kind paid to any member of staff or to members of the Board of CITB NI.

Bonuses

CITB NI does not operate a performance-related pay system. Therefore, no bonuses were paid to staff during the 2022-23 year. (2021-22: NIL).

Pensions of Senior Officials (Audited) -

Board Members

No pension contributions are made by CITB NI in respect of Board members.

Officials	Accrued pension at pension age as at 31/08/2023 and related lump sum	Real increase in pension and related lump sum at pension age	CETV at 31/08/23 New Factors	CETV at 31/08/22 New Factors*	Real increase in CETV
	£'000	£'000	£'000	£'000	£'000
B Neilson Chief Executive	15-20 Plus, lump sum of 0-5	0-2.5 Plus, lump sum of 0-5	338	291	12
A McIlmurray Director of Finance	10-15 Plus, lump sum of 0-5	0-2.5 Plus, lump sum of 0-5	214	191	2
R McKeeman Director of Industry Training	0-5 Plus, lump sum of 0-5	0-2.5 Plus, lump sum of 0-5	25	12	8
W McMullan Director of Strategic Services	15-20 Plus, lump sum of 10-15	0-2.5 Plus, lump sum of 0-5	341	305	2

* New transfer factors, effective from 30 March 2023, have been used to recalculate the 2021-22 CETV. This is because the real increase in CETV should exclude the impact of any change in factors. This means that the CETV now stated for 2021-22 is different than was reported in the 2021-22 financial statements.

The above information was provided by NILGOSC and comprises benefits accrued at 31 August 2023.

Pension benefits are provided through the NILGOSC Scheme, which is described in the accounting policies note to the financial statements.

Cash Equivalent Transfer Value

A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued because of their total membership of the pension scheme, not just their service in a senior capacity to which disclosure applies.

Real Increase in CETV

This reflects the increase in CETV effectively funded by the employer. It does not include the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period. The real increase calculation uses common actuarial factors at the start and end of the period so that it disregards the effect of any changes in factors and focuses only on the increase that is funded by the employer. This reflects the increase in CETV effectively funded by the employer.

When calculating the real increase in CETV and the pension benefits accrued during the year 2022-23 for the single total figure of remuneration, NILGOSC takes account of inflation. The CPI increase for September 2022 was 10.1%. The in-service revaluation rate for the Career Average Revalued Earnings Scheme was also 10.1%.

In some cases, the real increase in CETV and the pension benefits accrued for the single total figure of remuneration can be negative – that is, there can be a real decrease. This is particularly likely to happen during periods of pay restraint and/or where inflation is higher than pay increases.

The final salary portion of the pension (built up before 1 April 2015) is calculated by reference to final salary pensionable pay and length of service. The pension will increase from one year to the next by virtue of any pay rise during the year. In addition, there is the post-31 March 2015 CARE element of pension. Where there is no pay rise, the increase in pension may not be sufficient to offset the inflation increase - that is, in real terms, the pension value can reduce.

The other main scenario where there can be negative results is where a member is over their normal pension age. The factors used to calculate the CETV are such that the value of pension that could have been taken at normal pension age decreases as the member gets older.

McCloud Remedy

Discrimination identified by the courts in the way the 2015 pension reforms were introduced must be removed by the Department for Communities. It is expected that, in due course, eligible members with relevant service between 1 April 2015 and 31 March 2022 may be entitled to different pension benefits in relation to that period. This is known as the 'McCloud Remedy' and will impact many aspects of the Local Government Pension Scheme. At this stage allowance has not yet been made within CETVs for this remedy.

Staff Report

Staff Numbers and Related Costs (The following section is subject to audit)

	Permanently	Others	2022-23	2021-22
	£	£	£	£
Wages and Salaries	957,237	-	957,237	852,134
Social Security Costs	92,674	-	92,674	82,678
Other Pension Costs	260,000	-	260,000	470,000
Total	1,309,911	-	1,309,911	1,404,812

Average Number of Persons Employed (The following section is subject to audit)

The average number of whole-time equivalent persons employed during the year was as follows:

	2022-23	2021-22
Directly employed	30	28
Agency Staff	0	2

Staff Composition

CITB NI had 32 members of staff at 31 August 2023.

	Male	Female	Total
Directors	2	2	4
Employees	7	21	28

Staff Pension Scheme

CITB NI participates in the Local Government Pension Scheme for Northern Ireland which is administered by the Northern Ireland Local Government Officer's Superannuation Committee (NILGOSC) for most of its employees. The NILGOSC Scheme is a defined benefit scheme, which provides members with the benefits related to pay and services at rates that are defined under statutory regulations. To finance these benefits, assets are accumulated in the scheme and are held separately from the assets of the employers. The Scheme is funded by employers participating in the NILGOSC Scheme who pay contributions at rates determined by an independent professionally qualified actuary based on regular valuations using the projected unit method.

Employees currently pay contributions between 5.5% and 10.5% of their pensionable earnings. The contribution rate payable is dependent on the rate of pay for their job. As an employer, CITB NI contributed 19.5% of pensionable pay for each employee who is a member of the NILGOSC scheme until 31 March 2023 and 19% from 01 April 2023. The total amount of employer contributions paid to NILGOSC during 2022-23 amounted to £181,361.

Sick Absence

Staff absence due to illness was on average 13.4 days per employee for the year ended 31 August 2023 (2021-22 8.4 days).

The figure for the wider Northern Ireland Civil Service is an average of 12.3 days in 2022-23 (2021-22 12.2 days). The increase within CITB NI can be largely attributed to long term sickness absences.

Staff Turnover

There were no leavers during the period.

Staff Policies

In line with the statutory duties of Section 75 of the NI Act 1998, CITB NI promotes equality of opportunity and good relations irrespective of a person's religion, political beliefs, racial group, age, marital status, sexual orientation, gender, disability and dependents.

CITB NI is committed to the fulfilment of its Section 75 obligations in carrying out all its functions, powers and duties relating to Northern Ireland. The Board has put effective internal arrangements in place to ensure that the statutory duties are effectively complied with and that progress on policies is monitored and reviewed.

Objectives and targets relating to the statutory duties are included in the individual performance targets of specific staff with responsibilities in relation to the implementation of the Equality Scheme and monitored through line management review.

CITB NI will endeavour to use its position as an influencer, facilitator and provider of training services to advise and lead the construction industry in the improvement of equality of opportunity and the access to training and employment for all, irrespective of religious and political beliefs, racial group, age, marital status, sexual orientation, gender, disability and dependants.

Equality and Diversity

CITB NI's current workforce is reflective of the catchment areas in which it is based. Annual Monitoring reports are submitted to the Equality Commission each January. An Article 55 review was completed in early 2023 with no equality issues identified.

An Equality Scheme under Section 75 of the Northern Ireland Act has been developed with Annual Progress Reports submitted. A full review of the Equality Scheme is currently ongoing, and a revised Disability Action Plan was developed for the period 2021–2025 and published.

Equality and Diversity issues are regularly monitored by reviewing the outcome of Employee Attitude Surveys and Exit Interviews. Equality issues are reviewed by the Board via the Finance and General Purposes Committee, and we are also proud that out of thirteen current Board members, six are female.

Employee Consultation and Participation

Staff are involved in all matters which affect their work and regular performance reviews are conducted.

Health, Safety and Wellbeing

A Health and Safety at Work Policy has been developed which is reviewed annually. Risk Assessments have been undertaken and are reviewed when required. Health and safety responsibilities have been allocated and an internal Health and Safety Team meets on a quarterly basis to keep under review all aspects of Health, Safety and Wellbeing. Additionally, quarterly Health and Safety Audits are undertaken by a member of the Executive Team to identify any further issues. Staff with responsibilities, have received specific training.

Trade Union Relationships

CITB NI recognises NIPSA trade union. Quarterly Joint Union Management Meetings take place to discuss and progress areas of mutual benefit or concern and internal workplace and Health and Safety representatives are regularly engaged regarding such matters.

Learning and Development

CITB NI identifies learning and development requirements jointly with staff to ensure that the correct skills, knowledge and behaviours exist to achieve the Strategic Plan. These interventions also equip staff for future career development, introduction of new technologies or legislative developments.

Off-Payroll Engagements (greater than £58,200)

There were no off-payroll engagements during 2022-23. (2021-22: NIL)

Consultancy and Temporary Staff

During the year to 31 August 2023, CITB NI did not incur any expenditure on external consultancy (2021-22: NIL). There was no expenditure incurred in relation to temporary staff for the year ended 31 August 2023. (2021-22: £16,388)

Ill-Health Retirement

No staff members retired due to ill-health during 2022-23.

Reporting of Civil Service and Other Compensation Schemes- Exit Packages

(This section is subject to audit)

CITB NI did not participate in compensation schemes and no exit packages were paid during 2022-23 or 2021-22.

Assembly Accountability and Audit Report

The Assembly Accountability and Audit Report brings together the key Assembly accountability documents with the annual report and accounts.

Regularity of Expenditure

(This section is subject to audit)

There was no irregular expenditure in 2022-23.

Losses and Special Payments

(This section is subject to audit)

Losses Statement	2022-23	2021-22
Total Number of Losses	79	56
Total Value of Losses	£124,167	£62,268

There were no special payments made in 2022-23.

Fees and Charges

(This section is subject to audit)

CITB NI charges fees for several training courses provided. The financial objective for the provision of scaffolding courses is full-cost recovery. The results for 2022-23 were as follows:

	2022-23	2021-22
	£	£
Scaffolding Income	80,307	66,198
Staff costs	(53,160)	(56,655)
Direct Expenses	(29,636)	(21,922)
Total	(2,489)	(12,379)

The scaffolding courses almost met the full-cost recovery objective as a small net deficit of £2,489 has been reported for the year. This is mainly due to purchase of additional equipment during the year.

Scaffolding is the only CITB NI course which has the financial objective of full-cost recovery. The reason for this is that all other courses provided by CITB NI are either delivered at no cost to the employer or a small booking fee only applies. There is no specific financial objective for other training courses as most of the expenditure is funded by CITB NI grant. The nominal fees range from £25 to £100 and are recorded as other income within the Statement of Comprehensive Net Expenditure.

Remote Contingent Liabilities

(This section is subject to audit)

CITB NI is required to report liabilities for which the likelihood of a transfer of economic benefit in settlement is too remote to meet the definition of a contingent liability.

There were no such remote contingent liabilities to report for the 2022-23 year, (none for 2021-22).



Barry Neilson OBE
Chief Executive
13 December 2024

Construction Industry Training Board Northern Ireland

THE CERTIFICATE AND REPORT OF THE COMPTROLLER AND AUDITOR GENERAL TO THE NORTHERN IRELAND ASSEMBLY

Opinion on financial statements

I certify that I have audited the financial statements of the Construction Industry Training Board Northern Ireland for the year ended 31 August 2023 under the Industrial Training (Northern Ireland) Order 1984. The financial statements comprise: the Statements of Comprehensive Net Expenditure, Financial Position, Cash Flows, Changes in Taxpayers' Equity; and the related notes, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and UK adopted international accounting standards as interpreted and adapted by the Government Financial Reporting Manual.

I have also audited the information in the Accountability Report that is described in that report as having been audited.

In my opinion the financial statements:

- give a true and fair view of the state of the Construction Industry Training Board Northern Ireland's affairs as at 31 August 2023 and of the Construction Industry Training Board Northern Ireland's net income for the year then ended; and
- have been properly prepared in accordance with the Industrial Training (Northern Ireland) Order 1984 and the Department for the Economy directions issued thereunder.

Opinion on regularity

In my opinion, in all material respects the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

Basis for opinions

I conducted my audit in accordance with International Standards on Auditing (ISAs) (UK), applicable law and Practice Note 10 'Audit of Financial Statements and Regularity of Public Sector Bodies in the United Kingdom'. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of this certificate.

My staff and I are independent of the Construction Industry Training Board Northern Ireland in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK, including the Financial Reporting Council's Ethical Standard, and have fulfilled our other ethical responsibilities in accordance with these requirements.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my opinions.

Conclusions relating to going concern

In auditing the financial statements, I have concluded that the Construction Industry Training Board Northern Ireland's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Construction Industry Training Board Northern Ireland's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

The going concern basis of accounting for the Construction Industry Training Board Northern Ireland is adopted in consideration of the requirements set out in the Government Financial Reporting Manual, which require entities to adopt the going concern basis of accounting in the preparation of the financial statements where it anticipated that the services which they provide will continue into the future.

My responsibilities and the responsibilities of the Board and the Accounting Officer with respect to going concern are described in the relevant sections of this report.

Other Information

The other information comprises the information included in the annual report other than the financial statements, the parts of the Accountability Report described in that report as having been audited, and my audit certificate and report. The Board and the Accounting Officer are responsible for the other information included in the annual report. My opinion on the financial statements does not cover the other information and except to the extent otherwise explicitly stated in my report I do not express any form of assurance conclusion thereon.

My responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Opinion on other matters

In my opinion, based on the work undertaken in the course of the audit:

- the parts of the Accountability Report to be audited have been properly prepared in accordance with the Department for the Economy directions made under the Industrial Training (Northern Ireland) Order 1984; and
- the information given in the Performance Report and Accountability Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which I report by exception

In the light of the knowledge and understanding of the Construction Industry Training Board Northern Ireland and its environment obtained in the course of the audit, I have not identified material misstatements in the Performance Report and Accountability Report. I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- adequate accounting records have not been kept; or

- the financial statements and the parts of the Accountability Report to be audited are not in agreement with the accounting records; or
- certain disclosures of remuneration specified by the Government Financial Reporting Manual are not made; or
- I have not received all of the information and explanations I require for my audit; or
- the Governance Statement does not reflect compliance with the Department of Finance's guidance.

Responsibilities of the Board and Accounting Officer for the financial statements

As explained more fully in the Statement of Board Members' and Chief Executive's Responsibilities, the Board and the Accounting Officer are responsible for:

- the preparation of the financial statements in accordance with the applicable financial reporting framework and for being satisfied that they give a true and fair view;
- such internal controls as the Accounting Officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error;
- ensuring the annual report, which includes the Remuneration and Staff Report is prepared in accordance with the applicable financial reporting framework; and
- assessing the Construction Industry Training Board Northern Ireland's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Accounting Officer anticipates that the services provided by the Construction Industry Training Board Northern Ireland will not continue to be provided in the future.

Auditor's responsibilities for the audit of the financial statements

My responsibility is to examine, certify and report on the financial statements in accordance with the Industrial Training (Northern Ireland) Order 1984.

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue a certificate that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. I design procedures in line with my responsibilities, outlined above, to detect material misstatements in respect of non-compliance with laws and regulation, including fraud.

My procedures included:

- obtaining an understanding of the legal and regulatory framework applicable to the Construction Industry Training Board Northern Ireland through discussion with management and application of extensive public sector accountability knowledge. The key laws and regulations I considered included

Health and Safety Legislation, the Industrial Training (Northern Ireland) Order 1984, the Fair Employment (Northern Ireland) Act 1989 and relevant tax laws;

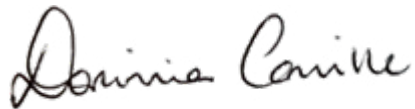
- making enquires of management and those charged with governance on Construction Industry Training Board Northern Ireland's compliance with laws and regulations;
- making enquiries of internal audit, management and those charged with governance as to susceptibility to irregularity and fraud, their assessment of the risk of material misstatement due to fraud and irregularity, and their knowledge of actual, suspected and alleged fraud and irregularity;
- completing risk assessment procedures to assess the susceptibility of Construction Industry Training Board Northern Ireland's financial statements to material misstatement, including how fraud might occur. This included, but was not limited to, an engagement director led engagement team discussion on fraud to identify particular areas, transaction streams and business practices that may be susceptible to material misstatement due to fraud. As part of this discussion, I identified potential for fraud in the following areas: revenue recognition, posting of unusual journals and unreasonable management estimates;
- engagement director oversight to ensure the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with the applicable legal and regulatory framework throughout the audit;
- designing audit procedures to address specific laws and regulations which the engagement team considered to have a direct material effect on the financial statements in terms of misstatement and irregularity, including fraud. These audit procedures included, but were not limited to, reading board and committee minutes, and agreeing financial statement disclosures to underlying supporting documentation and approvals as appropriate;
- addressing the risk of fraud as a result of management override of controls by:
 - performing analytical procedures to identify unusual or unexpected relationships or movements;
 - testing journal entries to identify potential anomalies, and inappropriate or unauthorised adjustments;
 - assessing whether judgements and other assumptions made in determining accounting estimates were indicative of potential bias; and
 - investigating significant or unusual transactions made outside of the normal course of business; and
- applying tailored risk factors to datasets of financial transactions and related records to identify potential anomalies and irregularities for detailed audit testing.

A further description of my responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of my certificate.

In addition, I am required to obtain evidence sufficient to give reasonable assurance that the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

Report

I have no observations to make on these financial statements.



Dorinnia Carville
Comptroller and Auditor General
Northern Ireland Audit Office
106 University Street
BELFAST
BT7 1EU

17 December 2024

Financial Statements for the year ended 31 August 2023

CITB NI

**STATEMENT OF COMPREHENSIVE NET EXPENDITURE
FOR THE YEAR ENDED 31 AUGUST 2023**

		2022-23	2021-22
	Note	£	£
Income from sale of goods and services	2	171,119	145,139
Other operating income	2	4,232,585	3,478,291
Total operating income		4,403,704	3,623,430
Staff Costs	3	(1,309,911)	(1,404,812)
Purchase of goods and services	3	(744,743)	(794,158)
Depreciation and impairment charges	4,5	(145,349)	(149,352)
Other operating expenditure	3	(2,178,831)	(1,854,476)
Total operating expenditure		(4,378,834)	(4,202,798)
Net operating (expenditure) / income		24,870	(579,368)
Finance income		142,390	3,701
Finance expense		(141)	(68,000)
Net (expenditure) / income for the year		167,119	(643,667)
Other Comprehensive Net Income			
		2022-23	2021-22
		£	£
Items which will not be reclassified to net operating costs	Note		
Net (loss)/gain on revaluation of property, plant & equipment	4	257,037	65,857
Actuarial (losses)/gains on pension scheme liabilities	10.14	214,000	5,462,000
Adjustment gain/(loss) due to pension asset surplus restriction	10.14	(1,310,000)	-
IFRS 16 Transition - opening balance adjustment		220	-
Comprehensive net (expenditure) / income for the year		(671,624)	4,884,190

The notes on pages 56-79 form part of these accounts.

CITB NI

**STATEMENT OF FINANCIAL POSITION
AS AT 31 AUGUST 2023**

		2022-23	2021-22
	Note	£	£
Non-Current Assets:			
Property, Plant and Equipment	4	2,492,824	2,251,520
Intangible Assets	5	81,798	70,410
Pension Asset	10	-	1,046,599
<i>Total Non-Current Assets</i>		<u>2,574,622</u>	<u>3,368,529</u>
Current Assets:			
Trade and Other Receivables	7	296,688	147,586
Cash and Cash Equivalents	8	3,841,367	3,601,475
<i>Total Current Assets</i>		<u>4,138,055</u>	<u>3,749,061</u>
Total Assets		<u>6,712,677</u>	<u>7,117,590</u>
Current Liabilities			
Trade and Other Payables	9.1	(1,327,232)	(1,144,742)
Other Liabilities	9.1	(4,799)	-
<i>Total Current Liabilities</i>		<u>(1,332,031)</u>	<u>(1,144,742)</u>
Total assets less current liabilities		<u>5,380,646</u>	<u>5,972,848</u>
Non-current liabilities			
Leases	9.2	(2,021)	-
Pension Liability	10	(77,401)	-
<i>Total non-current liabilities</i>		<u>(79,422)</u>	<u>-</u>
Total assets less total liabilities		<u>5,301,224</u>	<u>5,972,848</u>
Taxpayers' equity and other reserves			
General Fund		4,771,205	5,699,866
Revaluation Reserve		530,019	272,982
		<u>5,301,224</u>	<u>5,972,848</u>

The notes on pages 56-79 form part of these accounts.

The financial statements on pages 52-79 were approved by the Board on 13 December 2024 and were signed on its behalf by:

Signed:  (Chairman)

Signed:  (Chief Executive)

Date: 13 December 2024

CITB NI

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 AUGUST 2023

		2022-23 £	2021-22 £
Cash Flows from Operating Activities	Note		
Net operating (expenditure) / income		167,119	(643,667)
Adjustments for non-cash transactions			
Depreciation & Amortisation	4, 5	145,349	149,352
(Increase)/Decrease in trade and other receivables	7	(149,101)	163,871
Increase/(Decrease) in trade payables <i>less movements in payables relating to items not passing through the Statement of Comprehensive Net Expenditure</i>	9	182,490	505
IAS 19 pension costs*	10	28,000	366,000
Gain on disposal of asset		-	(9,922)
Net Cash Inflow from Operating Activities		373,857	26,139
Cash Flows from Investing Activities			
Purchase of property, plant and equipment	4	(97,271)	(9,084)
Purchase of intangible assets	5	(28,650)	(13,631)
Proceeds of disposal of property, plant & equipment		-	9,922
Net Cash Outflow from Investing Activities		(125,921)	(12,793)
Cash Flows from Financing Activities			
Capital payments in relation to lease liabilities	12	(8,044)	-
Net cash Outflow from financing activities		(8,044)	-
Net Financing			
Net increase/(decrease) in cash and cash equivalents in the period		239,892	13,346
Cash and cash equivalents at the beginning of the period	8	3,601,475	3,588,129
Cash and Cash Equivalents at the end of the period	8	3,841,367	3,601,475

*This balance includes movements in the pension provision in addition to pension costs.

The notes on pages 56-79 form part of these accounts.

CITB NI

STATEMENT OF CHANGES IN TAXPAYERS' EQUITY FOR THE YEAR ENDED 31 AUGUST 2023

	General Fund £	Revaluation Reserve £	Total Reserves £
Balance at 31 August 2021	881,533	207,125	1,088,658
Changes in Taxpayers' Equity 2021-2022			
Net (expenditure) / income for the year	(629,167)	-	(629,167)
Auditor's remuneration	(14,500)	-	(14,500)
Revaluation gains	-	65,857	65,857
Actuarial gain on NILGOSC pension scheme	5,462,000	-	5,462,000
Balance at 31 August 2022	5,699,866	272,982	5,972,848
Changes in Taxpayers' Equity 2022-2023			
Net (expenditure) / income for the year	186,119	-	186,119
Auditor's remuneration	(19,000)	-	(19,000)
Revaluation gains	-	257,037	257,037
Actuarial gain on NILGOSC pension scheme	214,000	-	214,000
Effect of Net Pension Asset Ceiling	(1,310,000)	-	(1,310,000)
IFRS 16 opening balance adjustment	220	-	220
Balance at 31 August 2023	4,771,205	530,019	5,301,224

The notes on pages 56-79 form part of these accounts.

Notes to the Financial Statements

For the Year End 31 August 2023

1 Statement of Accounting Policies

These financial statements have been prepared in accordance with the 2022-23 Government Financial Reporting Manual (FReM) issued by the Department of Finance. The accounting policies contained in the FReM apply International Financial Reporting Standards (IFRS) as adapted or interpreted for the public-sector context. Where the FReM permits a choice of accounting policy, the accounting policy which is judged to be the most appropriate to the particular circumstances of CITB NI for the purpose of giving a true and fair view has been selected. The policies adopted by CITB NI for the year ended 31 August 2023 are described below. They have been applied consistently in dealing with items that are considered material to the accounts.

1.1 Implementation of IFRS 16 leases

IFRS 16 Leases replaces IAS 17 Leases and is implemented, as interpreted, and adapted for the public sector, with effect from 1 September 2022. The modified retrospective approach was applied on transition and therefore comparative information is not restated.

IFRS 16 specifies how to recognise, measure, present and disclose leases. The new standard removes the distinction between operating and finance leases for lessees. The main impact of IFRS 16 for CITB NI is the recognition of all future lease liabilities (unless the lease term is 12 months or less or the underlying asset has a low value) on the Statement of Financial Position (SOFP). Corresponding right-of-use assets have also been recognised on the SOFP representing the economic benefits of CITB NI's right to use the underlying assets. The interest element of the lease payment is charged to the Statement of Comprehensive Net Expenditure (SoCNE) over the period of the lease at a constant rate in relation to the balance outstanding.

Further details are shown in Note 12.

1.2 Accounting Convention

These accounts have been prepared under the historical cost convention modified to account for the revaluation of property, plant and equipment and intangible assets.

1.3 Impending Application of Newly Issued Accounting Standards not yet Effective

CITB NI has reviewed new accounting standards that have been issued but are not yet effective, nor adopted early for these accounts.

IFRS 17 *Insurance Contracts* will replace IFRS 4 *Insurance Contracts* and is effective for accounting periods beginning on or after 1 January 2023. In line with the requirements of the FReM, IFRS 17 will be implemented, as interpreted, and adapted for the public sector, with effect from 1 April 2025. Management considers that the impact of the introduction of IFRS 17 *Insurance Contracts* is unlikely to be significant.

1.4 Judgements and Key Sources of Estimation Uncertainty

In the application of CITB NI's accounting policies, management is required to make judgements, estimates and assumptions about the carrying amounts of assets and

liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors considered to be relevant. Actual results may differ from those estimates and underlying assumptions are continually reviewed. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of revision and future periods if the revision affects both current and future periods.

The valuation of CITB NI's share of the NILGOSC pension scheme is a critical accounting estimate. Formal actuarial valuations of the NILGOSC pension scheme are carried out every three years and updates are carried out at the end of each reporting period. The difference between the fair value of the assets held and the liabilities are recognised in the SOFP as an asset or liability as calculated by the actuary.

The actuarial liability or asset recognised in the SOFP represents CITB NI's share of the NILGOSC pension scheme. When the actuarial calculation results in a surplus position, the surplus is restricted to the asset ceiling determination proscribed in IAS19 *Employee Benefits*, interpreted by International Financial Reporting Interpretations Committee (IFRIC)14.

A valuation has been provided at the reporting date by the appointed actuary. The valuation is based on various economic assumptions which inherently have a degree of uncertainty. The valuation has been reviewed by management.

The valuation of land and buildings is a critical accounting estimate. A valuation has been performed at the reporting date by Land and Property Services (LPS). The valuation has been reviewed by management, resulting in the assets being stated at fair value in the financial statements.

1.5 Income

The main source of income for CITB NI is a statutory levy. Levy is receivable from assessments based on the employment details returned by construction establishments. This may also include an estimate for construction establishments from which employment details have not been received. Other income is recognised in the period to which it relates.

Interest income is accrued on a time basis, by reference to the principal outstanding and interest rate applicable. Where income is received for a specific activity that is to be delivered in the following year, that income is deferred.

Other income, including the reimbursement of legal fees associated with pursuing unpaid levy income, is recognised in the period it is received.

1.6 Employee Benefits including Benefits

Under IAS 19 Employee Benefits, all staff costs must be recorded as an expense as soon as the organisation is obligated to pay them. This includes the cost of any untaken leave at the year end. The cost of untaken leave has been calculated on the basis of records held by the Human Resources Department and individual staff members.

1.7 Pensions

CITB NI participates in the Local Government Pension Scheme for Northern Ireland which is administered by the Northern Ireland Local Government Officer's Superannuation Committee (NILGOSC) for the majority of its employees. The Scheme

is funded by employers participating in the NILGOSC Scheme who pay contributions at rates determined by an independent professionally qualified actuary on the basis of regular valuations using the projected unit method.

1.7.1 NILGOSC Pension Scheme

For the NILGOSC defined benefit scheme, CITB NI has recognised its share of the pension fund assets and liabilities in its Statement of Financial Position as a pension liability/pension asset, as well as recognising the full cost of providing for future retirement benefits in the Statement of Comprehensive Net Expenditure.

1.7.2 Measurement of the Scheme Assets

The pension fund asset is accounted for at fair value.

1.7.3 Measurement of the Scheme Liabilities

Pension liabilities are measured on an actuarial basis using the projected unit method. The scheme liabilities at the valuation date relate to:

- (i) the benefits for pensioners and deferred pensioners and their dependants, allowing where appropriate for future increases; and
- (ii) the accrued benefits for members in service on the valuation date.

1.8 Expenses

Other operating expenses for goods or services are recognised when, and to the extent that, they have been received. They are measured at the fair value of the consideration payable.

Direct Grant expenditure is recognised when a grant application form is received from an employer in so far that it complies with certain terms and conditions of grant. Expenditure in relation to Training in Partnership projects is recognised when the training activity has taken place.

1.9 Property, Plant and Equipment

Recognition

Property, plant and equipment is capitalised if:

- it is held for use in delivering services or for administrative purposes;
- it is probable that future economic benefits will flow to, or service potential will be supplied to CITB NI;
- it is expected to be used for more than one financial year; and
- the cost of the item can be measured reliably.

The level of capitalisation as an individual item of property, plant and equipment has been applied for the current year at £500. If multiple items of the same equipment are purchased together, they can be grouped for the purposes of capitalisation.

Where a large asset, for example a building, includes several components with significantly different asset lives, the components are treated as separate assets and depreciated over their own useful economic lives.

Valuation

All property, plant and equipment are measured initially at cost, representing the cost directly attributable to acquiring or constructing the asset and bringing it to the location and condition necessary for it to be capable of operating in the manner intended by management.

Land and buildings used for CITB NI's service or for administrative purposes are stated in the statement of financial position at their revalued amounts, being the fair value at the date of revaluation less any subsequent accumulated depreciation and impairment losses. Land and buildings valuations are performed annually by Land & Property Services (LPS). The valuations are carried out by a qualified member of the Royal Institution of Chartered Surveyors.

Revaluations are performed with sufficient regularity to ensure that carrying amounts are not materially different from those that would be determined at the end of the reporting period. Fair values are determined as follows:

Land and non-specialised buildings – market value for existing use.

For all other non-property assets (useful life less than five years) and low-value assets (less than £10,000) depreciated historic cost is considered to be a satisfactory reflection of fair value.

An increase arising on revaluation is credited to the revaluation reserve except when it reverses impairment for the same asset previously recognised in expenditure, in which case it is credited to the Statement of Comprehensive Net Expenditure.

Subsequent Expenditure

Where subsequent expenditure enhances an asset beyond its original specification, the directly attributable cost is capitalised. Where subsequent expenditure restores the asset to its original specification, the expenditure is capitalised and any existing carrying value of the item replaced is written-out and charged to operating expenses.

1.10 Intangible Assets

Recognition

Intangible assets are non-monetary assets without physical substance, which are capable of sale separately from the rest of the CITB NI's business or which arise from contractual or other legal rights. They are recognised only when it is probable that future economic benefits will flow to, or service potential be provided to CITB NI and where the cost of the asset can be measured reliably.

Intangible assets acquired separately are initially recognised at fair value. Software that is integral to the operating of hardware, for example an operating system, is capitalised as part of the relevant item of property, plant and equipment. Software that is not integral to the operation of hardware, for example application software, is capitalised as an intangible asset.

The level of capitalisation as an individual intangible asset has been applied for the current year at £500.

Measurement

Following initial recognition, intangible assets are carried at fair value by reference to an active market, or, where no active market exists, at amortised replacement cost, indexed for relevant price increases using the Consumer Price Index, as a proxy for fair value.

1.11 Depreciation, Amortisation and Impairments

Depreciation and amortisation are charged to write off the costs or valuation of property, plant and equipment and intangible non-current assets, less any residual value, over their estimated useful lives, in a manner that reflects the consumption of economic benefits or service potential of the assets. The estimated useful life of an asset is the period over which CITB NI expects to obtain economic benefits or service potential from the asset. Estimated useful lives and residual values are reviewed each year end, with the effect of any changes recognised on a prospective basis. The basis by which depreciation and amortisation is calculated is as follows:

Property, Plant & Equipment

Premises – Buildings	10 years
Information Technology & Audio Visual	3 & 5 years
Plant & Machinery	4-5 years
Furniture & Fittings	5 years

Intangible Assets

Information Technology Software	3-9 years
Website	2 years
Software Licences	3-7 years

At each reporting period end, CITB NI checks whether there is any indication that any of its property, plant and equipment or intangible non-current assets have suffered an impairment loss. If there is indication of an impairment loss, the recoverable amount of the asset is estimated to determine whether there has been a loss and, if so, its amount.

If there has been an impairment loss, the asset is written down to its recoverable amount, with the loss charged to the revaluation reserve to the extent that there is a balance on the reserve for the asset and, thereafter, to expenditure.

1.12 Leases

IFRS 16 Leases replaces IAS17 Leases and is implemented, as interpreted, and adapted for the public sector, with effect from 1 September 2022. See Note 1.1.

1.12 Cash and Cash Equivalents

Cash is cash in hand and deposits with any financial institution repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that are readily convertible to known amounts of cash with insignificant risk of change in value.

1.13 Financial Instruments

Financial assets are recognised when CITB NI becomes party to the financial instrument contract or, in the case of trade receivables, when the goods or services have been delivered. Financial assets are derecognised when the contractual rights have expired, or the asset has been transferred.

Financial liabilities are recognised on the Statement of Financial Position when CITB NI becomes party to the contractual provisions of the financial instrument or, in the case of trade payables, when the goods or services have been received.

(i) Trade Receivables

Trade receivables are recognised and carried at the lower of their original invoiced value or recoverable amount. Balances are written off when the probability of recovery is assessed as being remote.

(ii) Trade Payables

Trade payables are not interest bearing and are stated at their nominal value.

1.14 Taxation

No provision for taxation arises as the CITB NI has charitable status approved by HM Revenue & Customs.

1.15 Operating Segments

CITB NI's principle aim is to ensure the adequate training of those employed or intending to be employed in the Northern Ireland construction industry. CITB NI provides a range of services, however all of the services provided fulfil the principle aim of the organisation and as such is considered to have only one operating segment. All decisions are made by the Executive Management Team and the Board.

1.16 Provisions

Provisions are recognised in accordance with IAS 37 and are valued using the best estimate of the expenditure required to settle the obligation.

2. Income

The other operating income included within the Statement of Comprehensive Net Expenditure is detailed below:

	2022-23 £	2021-22 £
<i>Sale of goods and services</i>		
Direct Training Course Income	81,373	67,283
Room hire/rental income	89,746	77,856
<i>Other Operating income</i>		
Statutory Levy Income	4,094,933	3,418,697
Activities funded by the Department for the Economy	62,000	16,130
Income from bodies external to NI Government	75,652	33,542
Gain on disposal of assets	-	9,922
Total Operating Income	4,403,704	3,623,430

3. Expenditure

	2022-23	2021-22
	£	£
<i>Staff Costs¹</i>		
Wages and Salaries	957,237	852,134
Social Security Costs	92,674	82,678
Other Pension Costs	260,000	470,000
Total	1,309,911	1,404,812
<i>Purchase of Goods and Services</i>		
Running Costs	409,985	451,742
Other Training Services	196,353	227,990
Direct Training Provision	73,866	30,757
Legal Fees	41,256	72,010
Professional Fees	23,283	11,659
Total	744,743	794,158
Depreciation	145,349	149,352
<i>Other Operating Expenditure</i>		
Grants to Registered Employers	1,960,549	1,658,725
Grants to Partner Bodies	150,862	157,020
Research and Development	9,845	2,391
Auditor's Remuneration and Expenses	20,319	14,500
Rentals under Operating Leases	2,238	2,119
Expenses of Boards & Committees	35,018	19,721
Total	2,178,831	1,854,476
Total Operating Expenditure	4,378,834	4,202,798

The auditor's remuneration and expenses include an external audit fee of £19,000 (2021-22: £14,500). During the year, CITB NI purchased non-audit services from its auditor, the Northern Ireland Audit Office in relation to participation in the National Fraud Initiative (£1,319). (2021-22: NIL).

¹ A breakdown of the staff costs into permanent and temporary staff can be found in the Staff Report within the Accountability Report.

4. PROPERTY, PLANT AND EQUIPMENT

	Land	Buildings	Information Technology	Plant & Machinery	Furniture & Fittings	Payments on Account & Assets under Construction	Total
	£	£	£	£	£	£	£
Cost or valuation							
At 01 Sept 2022	1,070,000	1,030,000	255,802	272,381	216,678	1,092	2,845,953
Adjustments to opening balances*	-	-	-	15,687	16,953	-	32,640
Additions	-	13,784	-	-	1,193	82,294	97,271
Disposals	-	-	(2,247)	-	(560)	-	(2,807)
Revaluations	23,000	163,216	-	-	-	-	186,216
At 31 August 2023	1,093,000	1,207,000	253,555	288,068	234,264	83,386	3,159,273
Depreciation							
At 01 Sept 2022	-	-	236,689	177,951	179,793	-	594,433
Adjustments to opening balances*	-	-	-	11,112	6,446	-	17,558
Charged in year	-	70,821	11,456	27,532	18,277	-	128,086
Disposals	-	-	(2,247)	-	(560)	-	(2,807)
Revaluations	-	(70,821)	-	-	-	-	(70,821)
At 31 August 2023	-	-	245,898	216,595	203,956	-	666,449
Carrying amount at 31 August 2023	1,093,000	1,207,000	7,657	71,473	30,308	83,386	2,492,824
Carrying amount at 31 August 2022	1,070,000	1,030,000	19,113	94,430	36,885	1,092	2,251,520

* Adjustments to opening balances relates to the implementation of IFRS 16.

Note 4.1 - Land and buildings have been included on the basis of professional valuations performed by Land & Property Services who have provided an updated valuation of the land and buildings as at 31 August 2023. The valuation was carried out by a qualified member of the Royal Institution of Chartered Surveyors.

Asset Financing

	Land	Buildings	Information Technology	Plant & Machinery	Furniture & Fittings	Payments on Account & Assets under Construction	Total
	£	£	£	£	£	£	£
Owned	1,093,000	1,207,000	7,657	70,819	23,887	83,386	2,485,749
Leased	-	-	-	654	6,421	-	7,075
Carrying amount at 31 August 2023	1,093,000	1,207,000	7,657	71,473	30,308	83,386	2,492,824

4. PROPERTY, PLANT AND EQUIPMENT (continued)

	Land	Buildings	Information Technology	Plant & Machinery	Furniture & Fittings	Payments on Account & Assets under Construction	Total
	£	£	£	£	£	£	£
At 01 Sept 2021	1,070,000	1,030,000	294,861	458,687	222,586	1,092	3,077,226
Additions	-	-	8,179	-	905	-	9,084
Disposals	-	-	(47,238)	(186,306)	(6,813)	-	(240,357)
Revaluations	-	-	-	-	-	-	-
At 31 August 2022	1,070,000	1,030,000	255,802	272,381	216,678	1,092	2,845,953
Depreciation							
At 01 Sept 2021	-	-	270,941	329,737	169,880	-	770,558
Charged in year	-	65,857	12,986	34,520	16,725	-	130,088
Disposals	-	-	(47,238)	(186,306)	(6,812)	-	(240,356)
Revaluations	-	(65,857)	-	-	-	-	(65,857)
At 31 August 2022	-	-	236,689	177,951	179,793	-	594,433
Carrying amount at 31 August 2022	1,070,000	1,030,000	19,113	94,430	36,885	1,092	2,251,520
Carrying amount at 31 August 2021	1,070,000	1,030,000	23,920	128,950	52,706	1,092	2,306,668
Asset Financing							
	Land	Buildings	Information Technology	Plant & Machinery	Furniture & Fittings	Payments on Account & Assets under Construction	Total
	£	£	£	£	£	£	£
Owned	1,070,000	1,030,000	19,113	94,430	36,885	1,092	2,251,520
Carrying amount at 31 August 2022	1,070,000	1,030,000	19,113	94,430	36,885	1,092	2,251,520

5. INTANGIBLE ASSETS

	IT Software	Website	Software Licences	Payments on Account & Assets under Construction	Total
	£	£	£	£	£
Cost or valuation					
At 1 September 2022	384,279	119,204	50,043	43,938	597,464
Additions	-	2,034	-	26,616	28,650
Reclassifications	-	-	-	-	-
Revaluations	-	-	-	-	-
At 31 August 2023	384,279	121,238	50,043	70,554	626,114
Amortisation					
At 1 September 2022	371,922	116,774	38,358	-	527,054
Charged in year	7,119	2,431	7,712	-	17,262
Reclassifications	-	-	-	-	-
Revaluations	-	-	-	-	-
At 31 August 2023	379,041	119,205	46,070	-	544,316
Carrying amount at 31 August 2023	5,238	2,033	3,973	70,554	81,798
Carrying amount at 31 August 2022	12,357	2,430	11,685	43,938	70,410
Asset Financing					
	IT Software	Website	Software Licences	Payments on Account & Assets under Construction	Total
	£	£	£	£	£
Owned	5,238	2,033	3,973	70,554	81,798
Carrying amount at 31 August 2023	5,238	2,033	3,973	70,554	81,798

5. INTANGIBLE ASSETS (continued)

	IT Software	Website	Software Licences	Payments on Account & Assets under Construction	Total
	£	£	£	£	£
Cost or valuation					
At 01 September 2021	384,407	119,204	50,043	30,179	583,833
Additions	1,016	-	-	12,615	13,631
Reclassifications	(1,144)	-	-	1,144	-
Revaluations	-	-	-	-	-
At 31 August 2022	384,279	119,204	50,043	43,938	597,464
Amortisation					
At 1 September 2021	360,972	116,550	30,268	-	507,790
Charged in year	10,950	224	8,090	-	19,264
Reclassifications	-	-	-	-	-
Revaluations	-	-	-	-	-
At 31 August 2022	371,922	116,774	38,358	-	527,054
Carrying amount at 31 August 2022	12,357	2,430	11,685	43,938	70,410
Carrying amount at 31 August 2021	23,435	2,654	19,775	30,179	76,043
Asset Financing					
	IT Software	Website	Software Licences	Payments on Account & Assets under Construction	Total
	£	£	£	£	£
Owned	12,357	2,430	11,685	43,938	70,410
Carrying amount at 31 August 2022	12,357	2,430	11,685	43,938	70,410

6. FINANCIAL INSTRUMENTS

IFRS 7, *Financial Instruments: Disclosures*, requires disclosure that enables evaluation of the significance of financial instruments for CITB NI's financial position and the nature and extent of risks arising from financial instruments to which the organisation is exposed during the period and at the reporting date, and how the organisation manages those risks.

Because of the largely non-trading nature of its activities, CITB NI is not exposed to the degree of financial risk faced by other business entities.

The majority of financial instruments relate to contracts to buy non-financial items in line with CITB NI purchase and usage requirements. CITB NI is therefore exposed to little credit, liquidity, or market risk.

CITB NI has not identified any financial instruments which are complex or play a significant medium to long-term role in its financial risk profile.

7. TRADE AND OTHER RECEIVABLES

	2022-23 £	2021-22 £
Amounts falling due within one year:		
Levy receivables	223,614	243,728
Provision for Bad Debts (Levy)	(42,304)	(165,589)
Trade receivables	10,905	6,476
Prepayments and accrued income	104,473	62,971
Total	296,688	147,586

8. CASH AND CASH EQUIVALENTS

	Total £
Balance at 01 September 2022	3,601,475
Net change in cash and cash equivalents	239,892
Balance at 31 August 2023	3,841,367

	2022-23 £	2021-22 £
The following balances at 31 August were held at:		
Commercial banks and cash in hand	3,841,367	3,601,475
Total	3,841,367	3,601,475

9. TRADE AND OTHER PAYABLES

	2022-23 £	2021-22 £
9.1 Amounts falling due within one year:		
Accrued grants to employers	1,168,877	952,527
Accruals and deferred income	144,745	178,041
Other payables	13,610	14,174
Other Liabilities - Current part of leases	4,799	-
Total	1,332,031	1,144,742

	2022-23 £	2021-22 £
9.2 Amounts falling due after more than one year:		
Leases	2,021	-
Total	2,021	-

10. PENSION LIABILITY

10.1 Northern Ireland Local Government Officers' Superannuation Committee Scheme

CITB NI participates in the Local Government Pension Scheme for Northern Ireland which is administered by the Northern Ireland Local Government Officer's Superannuation Committee (NILGOSC) for the majority of its employees. The NILGOSC scheme is a "multi-employer", defined benefit scheme, which provides members of participating employers with the benefits related to pay and services at rates which are defined under statutory regulations. To finance these benefits, assets are accumulated in the scheme and are held separately from the assets of the employers. The scheme is funded by employers participating in the NILGOSC scheme who pay contributions at a rate determined by an independent, professionally qualified actuary on the basis of regular valuations.

In April 2009, NILGOSC introduced a banding scheme for employee contribution rates, based on pensionable pay. These rates effective from 01 April 2023 are as follows:

Band	FTE Range (£)	Contribution Rate
1	0 to 16,900	5.5%
2	16,901 to 26,000	5.8%
3	26,001 to 43,400	6.5%
4	43,401 to 52,800	6.8%
5	52,801 to 104,700	8.5%
6	more than 104,700	10.5%

In 2022-23 the employer's contribution rate was 19.5% to 31st March 2023 and 19% from 1st April 2023. (19.5% in 2021-22).

Contribution rates are due to remain similar in 2023-24 with only slight increases to the banding limits.

10.2 The McCloud Judgement

Claims of age discrimination were brought in relation to the terms of the transitional protection by groups of firefighters and members of the Judiciary in the McCloud /Sargeant legal case (referred herein as "McCloud") and the Court of Appeal handed down its judgement on this claim on 20 December 2018, ruling that the transitional protection arrangements were discriminatory on the basis of age. As a result, the cost control element of the 2016 scheme valuation was paused whilst the Government addressed the need to remedy this discrimination across all public service pension schemes.

In July 2020 HM Treasury consulted on changes to the transitional arrangements to the 2015 schemes as a result of this judgement and, at the same time, an update on the Cost Control Element of the 2016 valuations was published. In this update, the Government announced that the pause should be lifted and the cost control element of the 2016 valuations could be completed. This update also set out that the McCloud costs would fall into the "member cost" category of the control element of the valuations process. It is also noted that by considering the increased value as a result of the McCloud remedy, scheme

cost control valuation outcomes will show greater costs than otherwise would have been expected.

The reformed public service schemes in Northern Ireland incorporate similar age-based transitional protections. The Department of Finance ran a consultation from 19 August 2020 to 18 November 2020 consulting on proposals to I) remove discrimination in unfunded public service schemes made under the Public Service Pensions Act (Northern Ireland) 2014 for the future; and II) remedy the effect of any discrimination scheme members may have incurred since April 2015. The Department of Finance issued its consultation response on 25 February 2021. It proposes to proceed with the deferred choice underpin. This approach means all eligible members will receive a choice at the point of retirement whether to take legacy or reformed scheme benefits for the period between 1 April 2015 and 31 March 2022, known as the remedy period.

All public servants who continue in service from 1 April 2022 onwards will do so as members of their respective reformed scheme (alpha pension scheme). These proposals have been developed at the Collective Consultation Working Group, which is the recognised forum for consultation on pension policy for devolved schemes and where both public service employers and employees are represented.

Full data was not available in the 2022 valuation data to calculate the McCloud/Sargeant liability accurately, so an approximate method has been used which is consistent with the method adopted last year.

10.3 GMP Indexation and Equalisation

Guaranteed Minimum Pension (GMP) is a portion of pension that was accrued by individuals who were contracted out of the State Second Pension prior to 6 April 1997. All of the public service schemes, including the LGPS (NI) were contracted out.

On 26 October 2018 the High Court ruled in the Lloyds Bank case that equalisation for the effect of unequal GMPs is required. The ruling confirmed that trustees have a duty “to equalise benefits for men and women so as to alter the result which is at present produced in relation to GMPs”.

The Actuary’s standard approach is to value full CPI inflation pension increases on GMPs of members whose State Pension Age (SPA) is on or after 6 April 2016. This is an approximate method of recognising the cost of the Government’s commitment to compensate public service scheme members from the removal of the Additional Pension element of the State Pension from this date, and for the outcome of the Lloyds judgement which found GMPs to be illegally sex discriminatory. Government has consulted on its approach to compensating affected members and announced on 23 March 2021 that it would adopt a long-term policy of uprating GMPs in line with CPI inflation for members whose SPA is on or after 6 April 2016. The consultation response recognised that this solution will not address all inequalities for a minority of members. Further guidance is expected from MHCLG (to an undefined timetable) on how they propose to deal with this. It is expected that any remaining gender inequalities will be small and that the Actuary’s approach, is in line with current government policy and is a reasonable estimate.

In October 2020 a second ruling in the Lloyds bank case clarified that compensation would be required to members who transferred benefits out since May 1990. At time of writing Government has not yet acknowledged a liability in public service schemes nor indicated an approach to rectifying this. There would be a significant time and cost involved in estimating a potential liability. The Actuary has not made any allowance for a potential liability resulting from this ruling.

10.4 Cost Management in the LGPS

Legislation requires HM Treasury to undertake periodic valuations to monitor the cost of the LGPS to ensure it remains sustainable and affordable.

The outcomes of the review relating to the 2016 Valuation recommended no changes to the provisions of the Scheme. However, the legality of Government's decision to include McCloud costs as a member cost within the 2016 HMT process is being challenged by a Judicial Review brought by the Trade Unions. If the Judicial Review is successful, this may cause the 2016 HMT process to be re-run and could result in changes in benefits or member contributions backdated to 1 April 2019.

No allowance has been made for the potential cost of improving members' benefits under these reviews for the accounting period ending 31 August 2023.

10.5 Economic Assumptions

The latest actuarial valuation of CITB NI's liabilities took place at 31 March 2022. The principal assumptions used by the actuary in updating the latest valuation of the Fund for IAS19 purposes at 31 August 2023 were:

	2023	2022
Discount Rate	5.2%	4.2%
CPI Inflation	2.7%	2.9%
Pension Increases	2.7%	2.9%
Pension accounts revaluation rate	2.7%	2.9%
Salary Increases	4.2%	4.4%

Mortality Assumptions

These assumptions have been based on the recent actual mortality experience of members within the Fund and allow for expected future mortality improvements.

Assumed life expectancy	31 August 2023	31 August 2022
Males		
Member aged 65 at accounting date	21.7	21.8
Member aged 45 at accounting date	22.6	23.2
Females		
Member aged 65 at accounting date	24.5	25.0
Member aged 45 at accounting date	25.5	26.4

10.6 Reconciliation of Funded Status to Statement of Financial Position

	2023	2022
	£000's	£000's
Fair value of assets	12,659	13,628
Present value of funded defined benefit obligation	(11,349)	(12,501)
Funded Status	1,310	1,127
Unrecognised asset	(1,310)	0
Closing funded defined benefit obligation	0	(1,127)

The surplus in 2022-23 is restricted to nil based on the asset ceiling determination in compliance with IAS 19 *Employee Benefits* interpreted by IFRIC 14 - *The Limit on a Defined Benefit Asset, Minimum Funding Requirements and their Interactions*. Under IFRIC 14, entities are required to measure any economic benefits available to them in the form of refunds or reductions in future contributions at the maximum amount that is consistent with the terms and conditions of the plan.

In consideration of any benefit that can be recognised, the actuary has calculated the economic benefit from a reduction in future contributions i.e. the difference between the future value of expected current service costs less the future value of employer contributions that are required to be paid to the Fund. Applying these estimates the actuary has concluded the recognisable surplus to be £nil.

10.7 Reconciliation of Unfunded Status to Statement of Financial Position

	2023	2022
	£000's	£000's
Present value of unfunded defined benefit obligation	(77)	(80)
Closing unfunded defined benefit obligation	(77)	(80)

10.8 Reconciliation of Total Status to Statement of Financial Position

	2023	2022
	£000's	£000's
Fair value of assets	12,659	13,628
Present value of funded defined benefit obligation	(11,426)	(12,581)
Funded & Unfunded Status	1,233	1,047
Unrecognised asset	(1,310)	0
Closing total defined benefit obligation	(77)	1,047

10.9 Changes to the Present Value of Defined Benefit Obligation are as Follows:

	2023	2022
	£000's	£000's
Opening defined benefit obligation	12,581	19,365
Current Service Cost	260	470
Interest Expense	521	327
Contributions by members	57	56
Actuarial (gains)/ losses – Financial Assumptions	(2,408)	(7,191)
Actuarial (gains)/losses – Demographic Assumptions	(110)	(127)
Actuarial (gains)/losses due to liability experience	924	56
Net benefits paid out	(399)	(375)
Past service cost (inc, curtailments)	0	0
Closing defined benefit obligation	11,426	12,581

10.10 Changes to the Fair Value of Assets are as Follows:

	2023	2022
	£000's	£000's
Opening fair value of assets	13,628	15,316
Interest income on assets	569	259
Remeasurement gains/(losses) on assets	(1,380)	(1,800)
Contributions by the employer	184	172
Contributions by employees	57	56
Net benefits paid out	(399)	(375)
Closing fair value of assets	12,659	13,628

10.11 The Actual Return on Assets is as Follows:

	2023	2022
	£000's	£000's
Interest income on assets	569	259
Remeasurement (loss) / gain on assets	(1,380)	(1,800)
Actual return on assets	(811)	(1,541)

10.12 Asset Allocation

The approximate split of assets for the Fund as a whole is shown in the table below. The Fund is large and largely liquid and as a consequence there will be no significant restriction on realising assets if a large payment is required to be paid.

	2023	2023	2023	2022
	Quoted	Unquoted	Total	Total
Equities	42.8%	0.1%	42.9%	38.5%
Property	0.0%	10.4%	10.4%	12.3%
Government Bonds	18.7%	0.0%	18.7%	22.9%
Corporate Bonds	2.9%	0.0%	2.9%	2.2%
Multi Asset Credit	13.0%	0.0%	13.0%	12.7%
Cash	6.2%	0.0%	6.2%	7.0%
Other	0.1%	5.8%	5.9%	4.4%
Total	83.7%	16.3%	100%	100%

10.13 Sensitivity Analysis

The approximate impact of changing the key assumptions on the present value of the funded defined benefit obligation as at 31 August 2023 and the projected service cost for the year ending 31 August 2024 is set out below. Sensitivity analysis has not been performed on unfunded benefits on materiality grounds.

Funded LGPS benefits			
Discount rate assumption			
Adjustment to discount rate	+0.1% p.a.	Base figure	-0.1% p.a.
Present value of total obligation (£000's)	11,179	11,349	11,519
% change in present value of total obligation	-1.5%	-	1.5%
Projected service cost (£000's)	189	195	201
Approximate % change in projected service cost	-3.2%	-	3.3%
Rate of general increase in salaries			
Adjustment to salary increase rate	+0.1% p.a.	Base figure	-0.1% p.a.
Present value of total obligation (£000's)	11,372	11,349	11,326
% change in present value of total obligation	0.2%	-	-0.2%
Projected service cost (£000's)	195	195	195
Approximate % change in projected service cost	0.0%	-	0.0%
Rate of increases to pensions in payment, deferred pension and revaluation of pension accounts assumptions			
Adjustment to pension increase rate	+0.1% p.a.	Base figure	-0.1% p.a.
Present value of total obligation (£000's)	11,497	11,349	11,201
% change in present value of total obligation	1.3%	-	-1.3%
Projected service cost (£000's)	201	195	189
Approximate % change in projected service cost	3.3%	-	-3.2%
Post retirement mortality assumption			
Adjustment to mortality age rating assumption*	-1 year	Base figure	+1year
Present value of total obligation (£000's)	11,633	11,349	11,054
% change in present value of total obligation	2.5%	-	-2.6%
Projected service cost (£000's)	201	195	188
Approximate % change in projected service cost	3.3%	-	-3.4%

*A rating of +1 year means that members are assumed to follow the mortality pattern of the base table for an individual that is 1 year older than them.

10.14 The Net Cost Recognised in the Statement of Comprehensive Net Expenditure:

	2023 £000's	2022 £000's
Operating Cost		
Current service cost*	260	470
Past service cost (incl. curtailments)	0	0
Financing Cost		
Interest on net defined benefit liability/(asset)	(48)	68
Pension expense recognised in profit and loss	212	538
Remeasurements in other comprehensive expenditure		
Return on plan assets (in excess of)/below that recognised in net interest	1,380	1,800
Actuarial (gains) / losses due to change in financial assumptions	(2,408)	(7,191)
Actuarial (gains) / losses due to changes in demographic assumptions	(110)	(127)
Actuarial (gains) / losses due to liability experience	924	56
Adjustment (gain)/loss due to restriction of surplus	1,310	0
Total amount recognised in comprehensive net expenditure	1,096	(5,462)
Total amount recognised in statement of comprehensive net expenditure	1,308	(4,924)
* Allowance for administrative expenses included in current service cost (£000's)	5	4

11. CONTINGENT LIABILITIES DISCLOSED UNDER IAS 37

Legal Cases

CITB NI is aware of an ongoing Industrial Tribunal case in relation to the NILGOSC pension scheme which may lead to possible future obligations. It is not possible to assess the timing, likelihood, or amount of any financial impact at this time. CITB NI will continue to monitor the ongoing developments in this area.

12. LEASES

IFRS 16 replaces IAS 17 and is implemented, as interpreted, and adapted for the public sector, with accounting periods beginning on or after 1 April from 2022. The modified retrospective approach was applied on transition from 1 September 2022 and therefore comparative information is not restated.

12.1 Quantitative disclosures around right-of-use assets

Right-of-use assets under IFRS 16

	2022-23		
	Plant & Machinery	Equipment Furniture & Fittings	Total
	£	£	£
As at 01 September 2022	4,575	10,507	15,082
Additions	-	-	-
Depreciation Expense	(3,921)	(4,086)	(8,007)
As at 31 August 2023	654	6,421	7,075

12.2 Quantitative disclosures around lease liabilities

The value of the lease liability that was brought onto the SoFP at 1 September 2022 was £32,640.

Maturity Analysis	£
Plant & Machinery:	
Not later than one year	664
Later than one year and not later than five years	-
Later than five years	-
Total	664
Less interest element	(6)
Present value of obligations	658
Equipment, Furniture & Fittings:	
Not later than one year	4,200
Later than one year and not later than five years	2,040
Later than five years	-
Total	6,240
Less interest element	(78)
Present value of obligations	6,162
Total Present Value of Obligations	6,820

12.3 Quantitative disclosures around cash outflow for leases

	2022-23		
	Plant & Machinery	Equipment Furniture & Fittings	Total
	£	£	£
Capital Element of Lease payment	3,941	4,103	8,044
Interest Element of lease payment	44	98	142
Total Cash Outflow for lease	3,985	4,201	8,186

12.4 Other Leases

At 31 August 2023 CITB NI had contracted with tenants for the following future minimum lease payments.

	2022-23 £	2021-22 £
Not later than one year	39,393	25,052
Later than one year and not later than 5 years	3,600	-
Later than 5 years	-	-
Total	42,993	25,052

13. RELATED PARTY TRANSACTIONS

CITB NI is a Non-Departmental Public Body (NDPB) sponsored by the Department for the Economy (DfE). DfE is regarded as a related party with which CITB NI has had various material transactions during the year.

In addition, several Board members are associated with organisations who have undertaken material transactions with CITB NI during the year.

CITB NI received the following funding from DfE.

	2022-23 £	2021-22 £
Project Income	62,000	16,130
	62,000	16,130

CITB NI received levy from the following levy payers associated with Board members.

	2022-23 £	2021-22 £
Combined Facilities Management	38,028	-
Henry Brothers Ltd	27,774	2,592
SACRYR UK Limited	15,960	-
McLaughlin & Harvey Limited	8,002	-
Edgewater Contracts & Specialist Joinery Limited	7,119	-
Mascott Construction (Europe) Limited	-	621
QMAC Construction Limited	6,333	659
Swift Interiors	440	-
	103,656	3,872

The Board members associated with the levy received from the organisations above are as follows:

Combined Facilities Management – G Gordon
 Henry Brothers Ltd – J McKeown
 SACRYR UK Limited– D McCreadie
 McLaughlin & Harvey Limited– S Young
 Edgewater Contracts & Specialist Joinery Limited- L Graham
 QMAC Construction Limited – G Graham
 Swift Interiors – L Graham

Amounts owed by the above parties at 31 August 2023 amounted to £NIL (2022: £NIL).

CITB NI paid & accrued grants to the following levy payers & organisations associated with Board members.

	2022-23	2021-22
	£	£
Combined Facilities Management Limited	28,120	32,243
Henry Brothers Limited	29,674	17,162
Edgewater Contracts & Specialist Joinery Limited	17,725	1,813
McLaughlin & Harvey Limited	8,302	5,558
QMAC Construction Limited	1,759	200
SACRYR UK Limited	848	100
Mascott Construction (Europe) Limited	-	1,550
	86,428	58,626

Amounts owed to the above parties at 31 August 2023 amounted to £22,000 (2021-22: £48,166). The balances owed per individual organisation are listed below:

	2022-23	2021-22
	£	£
Combined Facilities Management Limited	20,500	29,089
Edgewater Contracts & Specialist Joinery Limited	1,500	150
Henry Brothers Limited	-	13,464
McLaughlin & Harvey Limited	-	5,413
Mascott Construction (Europe) Limited	-	50
	22,000	48,166

The Board members associated with grants paid and accrued to the organisations above are as follows:

Henry Brothers Limited – J McKeown
 Combined Facilities Management Limited – G Gordon
 Edgewater Contracts & Specialist Joinery Limited – L Graham
 QMAC Construction Limited – G Graham
 McLaughlin & Harvey Limited – S Young
 SACRYR UK Limited – D McCreadie

To ensure that grant payments are not influenced unduly by Board members, CITB NI has the following arrangements in place:

1. Register of Board members Interests updated regularly.
2. Declaration of Interests stated at every Board meeting.
3. Clear Terms and Conditions of Direct Grant Payment and segregation of duties in place.
4. Grant payments audited annually by Internal Audit.
5. Board member will be excluded from specific agenda items at Board meetings if a decision on grant payments is required, that affects the related organisation.
6. Grant decisions on training in partnership grants, within delegated limits are made by the Executive Management Team excluding Board members.

14. EVENTS AFTER THE REPORTING PERIOD

There were no events between the end of the reporting period and the date the financial statements were authorised for issue which would impact on these accounts.

Date of Authorisation for Issue

The Accounting Officer authorised these financial statements for issue on 17 December 2024.

Appendix 1 Balanced Scorecard

CITB NI Balanced Scorecard (Sept 2022 - Aug 2023)					Performance	
CSF No.	Strategy Link	Critical Success Factors	Performance Indicators	12 mth target	YTD	
Stakeholders and Customers						Comment @ 12 months
1	1,5	Compliance with Government requirements for NDPB's	Internal audit - Compliance awarded satisfactory assurance	Satisfactory Assurance		Delay in appointment of internal audit provider due to tender having to be undertaken twice. Appointment made and Audits for 2022-23 now underway
2	1,5	Compliance with Government requirements for NDPB's	External audit - Unqualified audit opinion	Unqualified audit opinion		
3	1,2,5	Contribution to DfE skills strategy	Contribute to five themes (Demand, Quality & Relevance, Productivity, Barriers & Engagement)	5	5	
4	1,2,5	Increased employer awareness of services	Employer Tracking Survey - Awareness of services	90%	94%	
5	All	Employers see our services adding value by improving their performance	Employer Tracking Survey - Importance of CITB NI services. Mean score out of 5 (Very important)	> or = 3.5 out of 5	4.4	
6	All	Delivery of organisational objectives	Business Delivery Plan - 90% of actions progressing or complete	35	38	
Financial						
7	4	Collection of levy payments due	95% of total Levy recoverable is collected	95%	95%	Budgeted levy income £3,900,400. Levy recoverable @ 31st Aug £4,199,375, Levy collected at 31 Aug £3,932,457 = 95%.
8	1,4	Maximise levy income returned in benefits to industry	90% of budgeted levy income (£3,550,540) is returned in benefits	£3,195,486	£3,567,603	Actual 102% V Target of 90% of reprofiled budgeted levy income
9	All	Maintaining grant spend within budget	Management accounts	£2,072,039	£2,211,389	Grant spend over budget as result of additional NVQ's, apprentices and short duration training. Additional income from Levy and bank interest funded this in-year expenditure
10	4	Reduction in working capital reserves	Management accounts - Maintain reserves at an appropriate level (6 months operating costs)	£2.2m	£2.2m	Working reserves of £2,560,976 less £405,5767 ring fenced for new IT system = £2,155,400. 6 months operating costs
Processes						
11	1,2,3,5	Identify training needs of the industry	Completion of training needs research projects	2	3	CSN, ETS, Stakeholder
12	1,2,3,5	Setting occupational training standards	Progress the strands relevant to NI, in the Construction Skills Strategy (CSS)	10	10	
13	1,2,3,5	Small employers use services available to them	Percentage of employers who have less than 10 employees and who have benefited from direct grant or Training in Partnership grants	20%	12.50%	T1 = 318 TIP = 63 Bus Imp events = 36 Total = 417 Reduction of attendees - TIP 49% and Bus Imp 38%. Increased target from 15% to 20%
People/Competence (Learning and Growth)						
14	All	Organisational knowledge and competence	Leadership competence matrix	80%	77%	Target was increased from 70% to 80%
15	1,4	Board member participation	Maximum score of 2 (Good) in each of the five areas in Board member appraisal (Teamwork, Communications, Constructive Challenge, Strategic Thinking, Analytical & Effective decision making) (Max Score 2 X 5 X 12 Board members) - Lower score = better performance	120	0	Guidance on Board member appraisals only just received. Chairman will be undertaking these over the next few weeks
Strategic Plan Aims 1 CITB NI is seen as the hub for all training carried out by the construction sector 2 CITB NI should be at the cutting edge of training needs within the NI industry 3 CITB NI should deliver the highest quality in all our endeavours 4 CITB NI should be more commercially minded and identify ways to develop other income streams 5 CITB NI should build strong strategic partnerships to develop and enhance our activities					Traffic light 	

APPENDIX 2

BOARD MEMBERSHIP AND ATTENDANCE AT MEETINGS

September 2022 – August 2023

Membership of the Board is determined by the Department for the Economy and through formal appointment by the Minister.

Board Chairman

N Brady	7 out of 7
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Employer Representatives:

G Gordon, Combined facilities Management	6 out of 7
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D McCreddie, SACYR UK Ltd	4 out of 7
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J McKeown, Henry Group Ltd	4 out of 7
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J Payne, Incrementum Ltd	7 out of 7
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S Young, McLaughlin and Harvey Ltd	6 out of 7
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Employee Representatives:

G Graham, QMAC Construction Ltd	6 out of 7
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L Graham, Edgewater Contracts & Specialist Joinery Ltd	6 out of 7
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C King, Errigal Contracts Ltd	6 out of 7
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K Smyth, 3 Interior Contracts Ltd	5 out of 7
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N McKee	4 out of 7
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Education Representatives:

D McKee, UUJ	5 out of 7
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A Sloane, Belfast Metropolitan College	3 out of 7
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Observer:

DfE Representative	7 out of 7
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Department of Education	0 out of 7
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