

LUCELLY
CONSULTANCY



NVQ'S,
TRAINING &
FUNDING
OPTIONS

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ABOUT US

LUCELLY CONSULTANCY LTD

Firstly, you are probably wondering what the name Lucelly actually means? It is actually derived from the Latin lux meaning light.

At Lucelly, we think it is important to shine that light on to others, which is why we support and guide candidates to achieve their NVQ qualifications.

We believe that skills development is the key to unlocking your teams potential or if an individual, achieving your career goals. That's why we offer a wide range of NVQ's and training options.

Lucelly provides a number of NVQ services and undertakes the assessment process with candidates for these NVQ's.

We specialise in a range of Construction NVQ's from Level 2 to Level 7 as well as bespoke services such as developing training courses and NVQ's should the Awarding Body see a benefit of introducing new NVQ's to the market.

ABOUT US

LUCELLY CONSULTANCY LTD

We are a registered NVQ Centre with the Awarding Body GQA and work alongside these industry recognised, Ofqual regulated, Awarding Bodies.



We are also a registered supplier with CITB.
You can utilise CITB funding to pay for your NVQ via us via their Grants Scheme and Skills and Training Fund.



ABOUT US

LUCELLY CONSULTANCY LTD

We provide NVQ's mainly for the construction industry to help all candidates registered with us, demonstrate their competence required to obtain a CSCS Card or to further their career.

We also want to support you in understanding your funding options and helping your team develop and grow in different ways via other training options.

This is why we work with specialist Construction training companies who deliver courses on our behalf.

This maybe short courses such as SSSTS, SMSTS, Asbestos awareness, health and safety etc.

We will work with you to find out your needs and will organise for you to speak to to them direct.

We work together as one team to support you!

HOW CAN I ACCESS NVQS AND OTHER TRAINING?



NVQ'S

Whether you are a company looking to develop and grow your team, or an individual aiming to gain a qualification to bring more career opportunities, we are here to help.

We support candidates to demonstrate their existing knowledge in the simplest and most straight forward way as possible to gain their NVQ, by recording evidence based videos, backed up with documents, photos or screenshots of systems that are used on site.

There are no written questions or exams to undertake.

Who doesn't like simple, right?

It could be that someone has worked in construction for a long time, however never managed to get a relevant qualification and needs one now or your company is tendering for works and want to demonstrate your teams competence.

In the first instance and we will talk you through the NVQ process, pricing and then should you wish to progress, we will register you with the Awarding Body.

WHAT NVQ'S ARE AVAILABLE?

CITB FUNDED NVQ'S

The CITB Grant Scheme caters for Level 2 to Level 7 NVQ's and funding is between £600 - £1500 dependant on the NVQ.

We offer the following qualifications whether you are CITB registered or not.

CUSTOMER SERVICE NVQ

These NVQs could be suited to anyone that is in a Customer Service role, inside or outside of the Construction Industry. In the Construction Industry it could be for Sales representatives in House Builder organisations, call centre staff, Customer Care Services/Aftercare services.

- Level 3 Diploma in Customer Service

WHAT NVQ'S ARE AVAILABLE?

CONSTRUCTION MANAGEMENT AND SUPERVISION- LEVEL 3 - 7

SITE MANAGEMENT AND/OR SENIOR MANAGEMENT

- Level 3- Occupational Working Supervision
- Level 4- Construction Site Supervision
- Level 6- Construction Site Management
- Level 7- Construction Senior Management

HYBRID ROLES

These qualifications are for people who have hybrid roles and have a mix of going on site or working in the office. Such as Contracts Managers, Project Managers, QS, Design Managers, Surveyors, buyers etc. It is a bespoke qualification, whereby you select which optional units best fit the role.

- Level 3- Construction Contracting Operations
- Level 6- Construction Contracting Operations Management

WHAT NVQ'S ARE AVAILABLE?

OCCUPATIONAL HEALTH AND SAFETY NVQ'S

- Level 3 Certificate in Occupational Health and Safety
- Level 6 Diploma in Occupational Health and Safety

WHAT NVQ'S ARE AVAILABLE?

TRADE NVQ -LEVEL 2

- Building Maintenance Multi-trade Repair & Refurbishment
- Decorative Finishing
- Fitted Interiors
- Insulation and Building Treatments
- Interior Systems
- Metal Decking and Stud Welding Occupations
- Plastering
- Trowel Occupations
- Understanding Domestic Retrofit
- Wood Operations

WHAT NVQ'S ARE AVAILABLE?

TRADE NVQ -LEVEL 3

- Decorative Finishing- Painting and Decorating
- Insulation and Building Treatments
- Interior Systems
- Plastering and/or Rendering
- Trowel Occupations, includes erecting masonry cladding as an optional unit
- Wood Occupations

For pricing on any of our qualifications as well as how to register for an NVQ, please contact us now.

For further details, please see the "Contact Us" page at the back of this brochure.

WHAT NVQ'S ARE AVAILABLE?

NVQ'S CURRENTLY DELIVERED VIA OUR NVQ CENTRE PARTNERS

We will be expanding our offering going forward and may offer the following NVQ's in the future.

In the meantime, should you choose an NVQ that we do not offer, we will still be your key contact and will manage the full process for you, ensuring you receive the same great service as you do from us.

Please note: the invoice will be sent by Lucelly Consultancy to you direct, however the name on the invoice will be the NVQ Centre that is registering that NVQ.



WHAT NVQ'S ARE AVAILABLE?

NVQ'S CURRENTLY DELIVERED VIA OUR NVQ CENTRE PARTNERS

Customer Service

- Level 2 Diploma in Customer Service
- Level 4 Diploma in Customer Service

Trades- Level 2

- Cladding Occupations
- Cold formed Steel Frame
- Concrete Segment Production
- Construction Operations and Civil Engineering
- Formwork
- Fenestration Installation
- Associated Industrial Services Occupations Passive Fire Protection V2
- Wall and Floor Tiling
- Steel Erections
- Roofing Operations
- Specialist Concrete Occupations- Concrete Drilling and Sawing
- Specialist Concrete Occupations-In Situ Flooring(Screed)
- Steel Fixing Occupations
- Substructure Work Occupations (Installation of Gas Membranes)



WHAT NVQ'S ARE AVAILABLE?

NVQ'S DELIVERED VIA OUR NVQ CENTRE PARTNERS

Trades- Level 3

- Cladding Occupations
- Fenestration Installation
- Fenestration Surveying
- Formwork
- Roofing Occupations
- Wall and Floor Tiling

Lifting and Plant Operations

- Level 2- Plant Operations - All Categories (Excavator, Dumper, Roller, etc.)
- Level 2- Controlling Lifting Operations - Slinger/Signaller
- Level 4- Controlling Lifting Operations (Crane Lift Supervisor)
- Level 5- Controlling Lifting Operations- Planning (Appointed person)



WHAT TRAINING IS AVAILABLE?

CONSTRUCTION BASED TRAINING



We also work with a number of training providers who offer a range of construction based courses, either online or in person.

Examples Include:

- Asbestos training
- CITB Site Supervisor & Manager Safety Training Scheme
- CITB Health and Safety Awareness
- Manual Handling Principles & Practice
- Working at Height
- Abrasive Wheels Theory
- PASMA
- IPAF
- Harness Training
- Scaffold Inspection & Scaffold Inspection Refresher
- Face Fitting and Train the Trainer – Face Fitting
- Emergency 1st Aid
- 1st Aid at Work
- Immediate Life Support
- Mental Health 1st Aid

WHAT TRAINING IS AVAILABLE?

CONSTRUCTION BASED TRAINING



- Ladder Safety for Fork Lift Truck Maintenance
- Ladder to Roof Safety Training
- Understanding Risk Assessments
- Cat B (Non -Licensed Removal)
- Plant Machine Operator (NPORS and CPCS)
- Controlling lifting operations (slinger / signaller, crane supervisor, appointed person)
- Vehicle Bankman
- EUSR Cat & Genny
- LANTRA Temporary basic Traffic
- Street Works

WHAT TRAINING IS AVAILABLE?

CONSTRUCTION BASED TRAINING



Our Training Partners also offer bespoke consultancy services.

Examples include:

- Bespoke health and safety policies and procedures
- Health and safety audits
- Fire risk assessments
- Provision of advice and expert qualified opinion
- Compliance with CDM 2015
- Construction Phase Plans (CDM 2015)
- Maintaining health and safety file (CDM 2015)
- Site inspections
- Risk assessment
- Method statements
- Regular updates on standards and legislation
- Portable Appliance Testing (PAT)
- Roof slating and tiling NVQ work – based recording
- Environmental – reclamation, recycling, waste disposal, environmental audit
- Face fit testing – for FFP3 disposable masks and half face filter masks
- Accident statistics analysis and investigations

GRANDFATHER RIGHTS AND CSCS CARDS



WHAT DOES THIS MEAN?

Approx. 60,000 industry skills cards (CSCS) issued under the Grandfather Rights process expired on 31st December 2024 and cannot be renewed.

All CSCS Industry Accreditation cards issued from 1st Jan 2020 are no longer valid and is part of the Construction Leadership Council's drive for a fully trained and competent workforce.

Industry Accreditation allowed card holders to gain certification on the strength of an employers' recommendation rather than the achievement of a recognised qualification.

The easiest way to find out if you or an employee has an industry accredited course is to look at the back of the card and see if the words 'industry accreditation' are printed on the card.

Going forward, the easiest way to demonstrate your competence to obtain a new CSCS card is via an NVQ.

With our help, completing an NVQ has never been simpler and with funding and enhanced grants from the CITB, now is the time to do it.

CITB FUNDING AVAILABLE



**Helping your
team to develop
and grow**



CITB offers all CITB registered customers access to their Grants and funding, to businesses in England, Wales, Northern Ireland, and Scotland as long as they are Levy paying and meet the Governments list of Construction activities in their 'Scope Order'.

There are two pots of money available from them:

- Grants Scheme which covers this like 'Short Period Qualifications' (NVQ'S) as well as a range of specific 'Short courses' (E.g. Asbestos Awareness)
- Skills and Training Fund
- Employer Network

We have tried to demystify what these are and how they can be accessed. However, we would always encourage you to speak to your CITB Regional Representative for specific guidance.

<https://www.citb.co.uk/about-citb/what-we-do/citb-in-your-local-area/>



CITB – GRANTS SCHEME

The CITB supports a range of qualifications and specific courses that are eligible for grants.

The following categories for grant are available:

- **Apprenticeships**

- **Long Qualifications**

Achievement of higher-level qualifications, such as degrees, HNCs and HNDs that take more than a year to complete.

- **Short qualifications**

CITB pays grants for the achievement of approved short-period qualifications focussed on the core construction skills needed across the industry. Examples includes NVQ's.

- **Advanced Craft (Scotland only)**

- **Short Courses**

You can apply for a grant for the achievement of short courses which last from 3 hours to 29 days and are focused on teaching core construction skills.





CITB – GRANTS SCHEME

What NVQ's will the Grant pay for?

CITB provides grants for Level 2 NVQ's, right through to Level 7 (under the Short Period Qualifications) as well as a range of specific 'Short courses'.

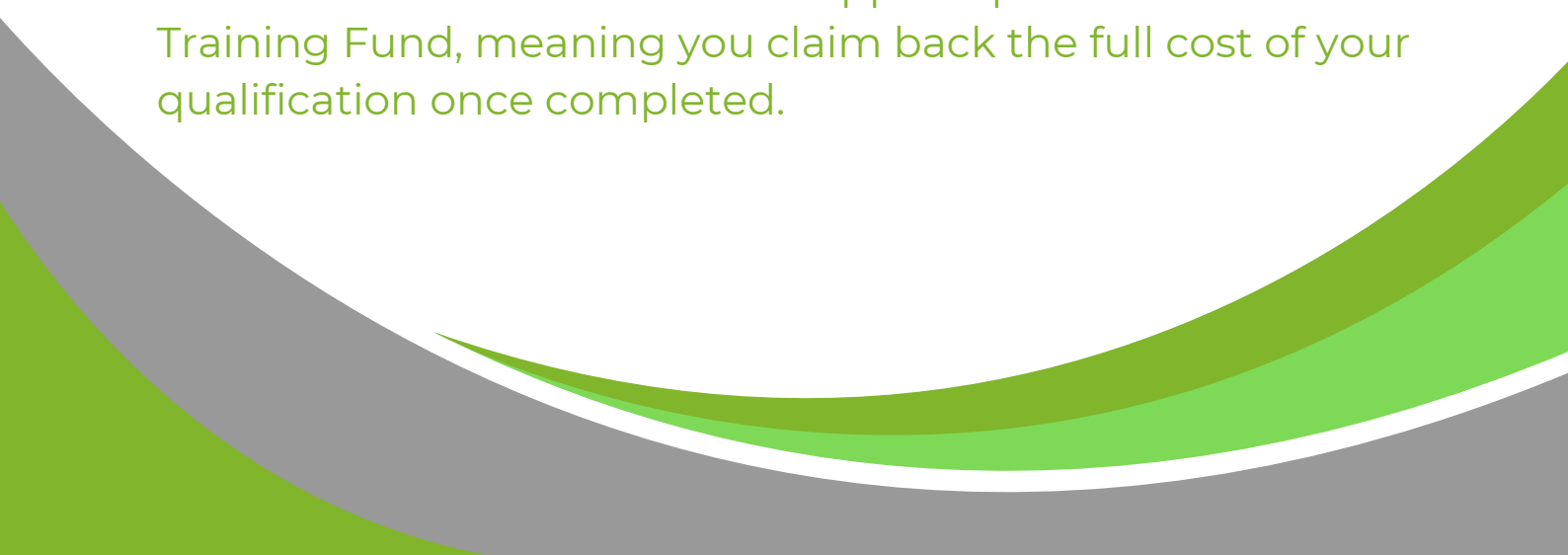
These grants are designed to aid the gap in the construction industry however most companies are not aware of this 'pot' of money' which is available.

Using a Grant to pay for an NVQ.

Here are examples of these CITB Grants per candidate:

- Trade NVQ Level 2 & 3- £600
- NVQ Level 3 & 4- Supervisory roles- £1,250
- NVQ Level 6 & 7- Management roles- £1,500

If your NVQ qualification costs more than the CITB grant, the remainder of the costs can be topped up from Skills and Training Fund, meaning you claim back the full cost of your qualification once completed.



CITB – GRANTS SCHEME

Using the Grant to pay for a 'Short Course' (3hrs to 29 days)

The Grant can also be used on short courses which align to approved construction-related standards and are paid for on successful completion and certificate provided as evidence.

The scope within this grant is huge and covers a lot of training courses so it is best to check the CITB's comprehensive list on their website.

These are examples of courses and the grants available.

- Asbestos Awareness- £60
- Site Supervisor Safety Training Scheme - £140
- Site Management Safety Training Scheme- £240



CITB – GRANTS SCHEME

Topping up your 'Grant' from your 'Skills and Training Fund'.

If a short course costs more than the "Grant" available, you can then use the "Skills and Training Fund" to top up your money, to pay for the rest of the course.

E.g. A course costs £65 per person. The grant is £60 per person, leaving £5 remaining.

The remainder could then be allocated from the Skills and Training Fund.

We would always recommend checking with your local CITB rep before booking on any training as they can help you get the best from both pots of money.



CITB – GRANTS SCHEME

Where can I find more information on the Grants?

Short Course Grants

<https://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/short-course-grants/>

Short Period Qualification Grants

There are now also higher amounts paid out to support employers who have supervisors and managers that need to train for a qualification (such as an NVQ) because the 'Industry Accredited' CSCS card will cease to exist by the end of next year.

<https://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/qualification-grants/short-qualification-grant/>



CITB – SKILLS AND TRAINING FUND

Who is it available to?

As above, all CITB registered business across the UK and who are levy paying can access this funding.

The Skills and training fund is designed for you to invest in training and equipment for your workforce and mainly used as a 'top up' fund from the Grant, as long as the below criteria is satisfied:

- The training must improve the business, address challenges, or start new opportunities.
- Introduce new ways of developing the workforce.
- Introduce new skills into the business or address skills gaps.





CITB – SKILLS AND TRAINING FUND

What are the funding levels?

Below is the funding that is available, depending on the number of directly employed employees your company has:

- 1- 49 - £5,000
- 50- 74 - £7,500
- 75- 99 - £10,000
- 100- 149 - £15,000
- 150- 199 - £20,000
- 200- 250 - £25,000

The funding can be applied for twice in 12 months but you can only have 1 live project (claim) at a time.

It may be possible to claim for courses that have already commenced.

<https://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/skills-and-training-fund/>



CITB – EMPLOYER NETWORK

Who is it available to?

As above, all CITB registered business across the UK and who are levy paying can access this funding.

The CITB Employer Network is funding designed to simplify how construction employers access training and funding and make it easier for you to access training and funding.

This funding allows for a wide range of training courses to be funded which may not have been funded via the "Grants Scheme".

This is reviewed on a case by case basis by CITB.

How does this funding work?

As part of the CITB Employer Network you will have a local advisor to support you with your training needs.

You will need to contact CITB to let them know what training you require, and they will organise it for you.

The funding unfortunately does not now cover NVQ's, however training courses are allowed and this can be utilised as well as their other funding streams (Grants scheme and skills and training fund).



CITB – EMPLOYER NETWORK

<https://www.citb.co.uk/levy-grants-and-funding/grants-and-funding/employer-networks/#whatis>

Unlike the Skills & Training Fund, you don't need to plan your training up to 12 months in advance. You can simply book your training through the CITB Employer Network on an ad-hoc basis.

You can still access other CITB funding as well as the Employer Network funding.

We would suggest speaking to your CITB rep.

<https://www.citb.co.uk/about-citb/what-we-do/citb-in-your-local-area/>



BESPOKE SERVICES

TRAINING COURSES AND NVQ'S

We also work with companies to develop specific training courses and NVQ's if applicable.

It maybe that you want to develop a specific course for your company, whether that be leadership training, continued professional development for your site teams or a course that would help new employees in the business.

In the first instance, we would look to meet you to understand your exacting requirements and discuss options available.

Dependant on the type of course, we may also be able to gain accreditation by an Awarding Body for that training course.

Support with the creation of NVQ's, following on from any training courses developed, is also something we offer.

E.g. You may wish to develop a course that gives your employees the knowledge on a particular subject. They then use that learning out on site or in the office in their day to day job.



BESPOKE SERVICES

TRAINING COURSES AND NVQ'S

An NVQ could then be developed alongside the training course to demonstrate your teams competence and to gain an accredited qualification.

This would of course, need to be agreed with the Awarding Body, prior to any work commencing.

Whatever your requirement, we want to help where we can.

KEY BENEFITS OF CHOOSING US



TRUST

A trusted and fully accredited, Ofqual monitored qualification via an industry wide recognised qualification body.



TIME

Fastest route to gain your NVQ qualification (6-10 weeks average turnaround) based upon the knowledge you or your team already has.

KEY BENEFITS OF CHOOSING US

CANDIDATE FOCUSSED APPROACH



We remove all levels of duplication (E.g., there is lots of cross over within the qualification standards) speeding up the process for you.

No need for lengthy written processes, we work on a practical, evidence gathering process which mitigates the need for completing workbooks and essays.

We use technology to evidence a candidate's knowledge by way of recording videos in our professional discussions. This makes the evidence gathering authentic and demonstrates the candidate's knowledge and competence.

KEY BENEFITS OF CHOOSING US



YOU STAY IN CONTROL

You decide how quickly you want to progress with the evidence gathering, we do not decide that for you.



FUNDING SUPPORT

A supported route via CITB funding.



WE WORK TOGETHER

We become an integral part of your team, to support you and your business goals.

FAQ'S

AM I ELIGIBLE TO REGISTER WITH CITB?

In order to be eligible to register with CITB, your company must undertake work activity related to construction and it be listed on the Government's "Scope Order".

You will find a list of all the eligible construction activities on the CITB website.

Once registered, you will be registered for life so, please ensure you read their T&Cs before committing.

<https://www.citb.co.uk/levy-grants-and-funding/citb-levy/how-to-register/who-should-register-with-citb/>

<https://www.citb.co.uk/levy-grants-and-funding/citb-levy/how-to-register/employer-registration-form/>



FAQ'S

HOW CAN I FIND OUT MORE ABOUT THE CITB LEVY?

You can find all information on the Levy on the CITB website.

We would suggest contacting them before you register as the Levy payment may not be for you.

<https://www.citb.co.uk/about-citb/what-we-do/citb-in-your-local-area/>

<https://www.citb.co.uk/levy-grants-and-funding/citb-levy/about-the-citb-levy/#apply>

<https://www.citb.co.uk/levy-grants-and-funding/citb-levy/levy-rates-and-exemptions/levy-calculator/>



FAQ'S

WHERE CAN I GET HELP UNDERSTANDING AND APPLYING FOR FUNDING AND GRANTS?

In each area CITB have a regional contact who will support you with understanding the following:

- What it means to be registered with CITB
- Understand more about the CITB Levy
- How to apply for Grants
- How best to utilise the Skills and Training Fund
- How to utilise the Employer Network

We would suggest contacting them before you book on any training.

<https://www.citb.co.uk/about-citb/what-we-do/citb-in-your-local-area/>



FAQ'S

THE GRANTS AND FUNDING SEEMS SIMILAR, WHAT IS THE DIFFERENCE?

The Grants are paid based upon completion of an NVQ or Short Course, and you may be able to claim back qualifications or courses already completed within the past 52 weeks.

There is no cap on the Grants Scheme other than for Plant related courses.

The Skills and Training Fund is to 'top up' your Grant if a short course or NVQ costs more than the Grant. It is also based upon you producing a plan of the qualifications and training you want to complete within the next 12 months. This will be assessed by CITB and if approved, payment will likely come through fairly quickly.

There is, however a cap on the Skills and Training Fund available.

Due to the complexities of the two pots of money, we recommend you speak to your CITB regional representative as they will be able to guide you on getting the most of out of both 'pots of money'.

<https://www.citb.co.uk/about-citb/what-we-do/citb-in-your-local-area/>

FAQ'S

I AM SELF EMPLOYED, CAN I CLAIM THE GRANTS AND FUNDING?

As a self employed person, you cannot directly claim for the Grants and/or Skills and Training Fund.

However if you subcontract to a CITB registered company, they could, in agreement claim on your behalf.

They must, however be able to evidence that they have been paying you for works completed. E.g. Provide invoice evidence.

Please ensure you speak to your CITB representative for further guidance.

<https://www.citb.co.uk/about-citb/what-we-do/citb-in-your-local-area/>



FAQ'S

CITB INFORMATION PROVIDED

At Lucelly Consultancy we pride ourselves in the support we provide to our clients as much as we can, which is why we have tried to simplify the offer from CITB for registered, levy paying companies.

We have derived the information on CITB and their services, based upon their website and meetings with their representatives.

We take no responsibility for the accuracy of this information or if the registration, levy or funding processes change by CITB.

We therefore advice that you contact CITB direct to ensure you have the most accurate and up to date information available and are clear on the services they offer before you register with them.

<https://www.citb.co.uk/about-citb/what-we-do/citb-in-your-local-area/>

LUCELLY CONSULTANCY



CONTACT US

FOR ALL ENQUIRIES



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www.lucellyconsultancy.org.uk

LUCELLY CONSULTANCY



**HELPING YOUR TEAM TO
DEVELOP AND GROW**



www.lucellyconsultancy.org.uk