

## GLOSSARY

Term	Meaning
ATO	Approved training organisation An organisation we have identified as a provider of construction training courses and qualifications to a defined and industry-agreed training standard.
Apprenticeship levy	A government levy on UK employers to fund new apprenticeships. The levy is paid on annual wage bills in excess of £3 million. It is not the same as the CITB levy (see below).
BAFO	Best and final offer The contractor's submission of a BAFO usually comes at the end of the dialogue phase of a competitive dialogue procurement procedure.
Benchmarks	Reference to the numerical targets against each KPI listed within the statistical tables in the CBA guidance document.
CBA	Client Based Approach This is a way of working supported by CITB's Guidance document for the delivery of employment and skills outcomes within public sector contracts
CBO Forum	Community Benefit Officers Forums are meetings set up to enable Social Value practitioners to share good practice.
CCIAG	Construction careers information advice and guidance.
CIAG	Careers information advice and guidance.
CITB	Construction Industry Training Board.
CITB levy	We raise a levy assessment on all employers 'engaged wholly or mainly in construction industry activities'. We invest CITB levy funds back into the industry through training.
CIOB	Chartered Institute of Building Professional body for construction management and leadership.
CLA	Contractor-led approach A framework for contractors that embeds NSAfC principles contractually in the delivery of construction projects.
CPD	Continuing professional development Gaining skills, knowledge and experience formally and informally throughout your career, beyond your initial training.
CSCS	Construction Skills Certification Scheme CSCS cards provide proof that individuals working on UK construction sites have the required training and qualifications for their work.

CSR	<p>Corporate social responsibility Companies that take responsibility for their impact on society can gain benefits for risk management, cost savings, access to capital, customer relationships, and human resource management.</p>
DWP	<p>Department for Work and Pensions Government department responsible for Jobcentre Plus, which helps people move from benefits into work and helps employers advertise jobs.</p>
ESP	<p>Employment and Skills Plan The Employment and Skills Plan is a statistical table detailing planned employment and skills outcomes over a period of time.</p>
FIR	<p>Fairness inclusion and respect Employers should promote FIR in the workplace to make everyone feel a valued member of the workforce.</p>
HSE	<p>Health and Safety Executive Government agency concerned with advice, guidance and enforcement of UK health and safety laws.</p>
HS&E test	<p>Health, safety and environment test The CITB HS&amp;E test ensures workers have a minimum level of health, safety and environmental awareness before going on site.</p>
IFA	<p>Institute for Apprenticeships Independent public body that works with employer groups, called trailblazers, to develop apprenticeship standards and assessment plans.</p>
ILM	<p>Institute of Leadership and Management Organisation dedicated to facilitating the development of leadership skills.</p>
IOSH	<p>Institute of Occupational Safety and Health Professional body for people responsible for safety and health in the workplace.</p>
IPAF	<p>International Powered Access Federation Trade association promoting the safe and effective use of powered access equipment. Runs industry recognised training programme for mobile elevating work platform operation.</p>
KPIs	<p>Key performance indicators Reference to the seven Key Performance Indicators for both CBA and Contractor led projects. I.e. Work Placements, Jobs Created, Careers Events, Training Weeks, Qualifications, Training plans and Case Studies.</p>
LPA	<p>Local Planning Authority.</p>
Meet the Buyer event	<p>An event organised by the Client in order to develop engagement with suppliers.</p>
Method statement	<p>Describes how the employment and skills outcomes are going to be delivered.</p>
MEWP	<p>Mobile elevating work platform.</p>
MHFA	<p>Mental Health First Aid Training enabling people to care for themselves and others' mental wellbeing.</p>

NCC	National Construction College The NCC runs 7 campuses across Great Britain providing specialist construction training.
NCSAG	The National Construction Skills Academy Group The National Construction Skills Academy Group is the industry body set up to evaluate NSAfC applications and to also support CITB Social Value strategy.
NEBOSH	National Examination Board in Occupational Safety and Health Awarding body for health, safety and environmental qualifications.
NEET	Not in education, employment or training Refers to young people who are not students, working or undertaking vocational training.
NSAfC	The National Skills Academy for Construction The National Skills Academy for Construction is CITB's formal accreditation process for Social Value.
NSAfC Toolkit	CITB's online resource for skills academies and Social Value.
Ofqual	Office of Qualifications and Examinations Regulation Non-ministerial government department regulating qualifications in England.
PASMA	Prefabricated Access Suppliers' and Manufacturers' Association Trade body for the mobile access tower industry, providing and overseeing the industry-standard training scheme for mobile access tower use.
Procurement Reform, Scotland (2014)	Scotland's main piece of legislation pertaining to the delivery of Social Value within public sector contracts.
SASE	Specification of apprenticeship standards for England Guidance setting out the minimum requirements for the inclusion of an apprenticeship programme in a recognised apprenticeship framework.
Section 106 Agreements	Legal Agreements in relation to planning that are made between Local Authorities and developers and can pertain to Social Value.
SME	Small and medium-sized enterprises.
SMSTS	Site Management Safety Training Scheme Qualification providing an understanding of health, safety, welfare and environmental issues on construction sites.
Social Value Act (2012)	Government legislation that requires public bodies procuring services to ensure that contracts achieve social, economic and environmental benefits beyond just the primary goals.
Social Value Calculators	An attempt to monetise social Value outcomes and generally, IT based.
SPONSA	Current reporting Tool for NSAfC outcomes (to be phased out).
SSSTS	Site Supervision Safety Training Scheme Qualification for site supervisors about their legal responsibilities over health, safety, welfare and environmental issues.

PF2	The Standardisation of PF2 Contracts, template Clauses for which are set out in Appendix G.
SPD	Supplementary planning document This usually sets out a local authority's policies on planning issues.
TCPA 1990	Town and Country Planning Act 1990 Regulates the development of land in England and Wales.
Trailblazer	A group of employers who work together to design new apprenticeship standards for occupations within their sectors.
WIC	Women Into Construction An independent not-for-profit organisation that promotes gender equality in construction.
WWT	Working Well Together Initiative set up jointly by industry and the HSE to improve the health and safety performance of the construction industry. Organised regionally, local committees run safety-related training events.