

Spring 2007

Skills Support Directory



Contents

Introduction	1
The national picture - government strategy to improve skills	3
Support and brokerage services	4
Sector Skills Councils	8
Funding and awards	12
Centres of Vocational Excellence (CoVE)	15
Apprenticeships	18
Universities and higher education	21
Schools, colleges and work experience	24
Equal opportunities and diversity	31
Adult learners and professional development	33
Other regional bodies	36
Further reading	38

All contents are the Copyright of the EEF. All rights reserved. No part of this publication may be reproduced, stored in a retrieval system or transmitted in any form or by any means, electronic, mechanical, photocopying, recording or otherwise, without the prior permission of the EEF © May 2007.

EEF Western
Engineers' House
The Promenade
Clifton Down
Bristol
BS8 3NB

T 0117 906 4800

F 0117 973 6010

W www.eef-western.org.uk

Introduction

The EEF Western Skills Support Directory has been designed to assist companies in developing the skills of their workforce by providing details of the schemes, programmes and organisations across the South West of England that are working to address the skills needs of the sector.

This includes information on resources, financial assistance, awards, competitions and regional skills partnerships designed specifically for the engineering and manufacturing industries.

The Directory aims to support companies by:

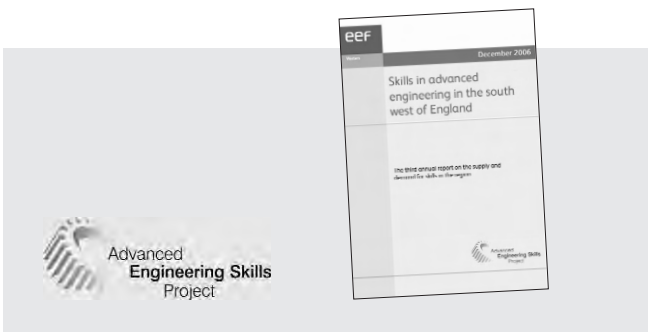
- Raising company awareness of the availability of skills and training advice across the region;
- Increasing the quantity and quality of applicants in the South West labour market, particularly in terms of industry knowledge and relevant work experience;
- Making it easier for companies to access information on obtaining grants, particularly for small and medium sized companies;
- Providing smaller companies with access to the right training providers to meet their needs;
- Increasing participation in initiatives focused on preparing people for the workplace, such as vocational education and training;
- Ensuring that courses offered by local colleges of Further Education are employer led and relevant;
- Encouraging work based learning; and
- Improving the basic skills of apprentices, so they can be effectively assimilated into the workplace and a commercial environment.

If you have any queries regarding the services of the initiatives listed then please contact the Information and Research Department at EEF Western on 0117 906 4828.

Please note that EEF Western cannot provide any guarantees or endorsements regarding products and services provided by third parties.

Finding your way through the maze of skills organisations in the South West of England

In 2006 EEF Western conducted research into skills provision in advanced engineering in the South West of England (Skills in advanced engineering in the South West of England, December 2006).



The report showed that the advanced engineering sector continues to suffer from skills gaps. Over two-fifths of the survey respondents stated that their employees were not fully proficient at carrying out their jobs and 76% were concerned that the current skill levels of staff were not sufficient to meet future business objectives. Filling the skills gap has been made increasingly difficult due to a competitive labour market, particularly as the demand for skilled manual and technical employees far outweighs the supply.

It is therefore essential that companies can easily access assistance to help address their skills needs. One of the most significant issues highlighted in the report was that nearly half of all SME's indicated that they did not know how to access grants or assistance.

In light of this, EEF Western's Skills Support Directory aims to provide a focused, simplified, informative resource which cuts out the clutter and gives companies ease of access to the real support that they need.

We found nearly 100 organisations operating either locally or on a national basis to assist companies in developing and improving the skills of their workforce, the local community and the economy as a whole. Our guide will help you to find the support which is relevant to your sector and your business needs, not only on grants and assistance but on a range of regional skills issues.

For example, EEF Western's regional skills audit highlighted the need to improve partnerships between local educational institutions and companies. Over a third of respondents stated that they had no educational links.*

Our Directory lists over twenty different ways in which employers can increase their participation, helping to raise the profile of the sector at a grass roots level and securing the future supply of a young, skilled workforce from which employers can fill their skills gaps.

Companies with educational links (2006)

	% of respondents									
	0	5	10	15	20	25	30	35	40	45
1 Local junior schools	14.6									
2 Local colleges of further education	43.8									
3 Local secondary school	27.1									
4 Local universities	31.3									
5 No links	34.4									

*Source: EEF Western, *Skills in advanced engineering in the South West of England* (December 2006)

The national picture - government strategy to improve skills

The Leitch Review of Skills – What does it mean for employers?

On 5th December 2006, The Leitch Review of Skills published the findings of its two year investigation into the long term skill needs of the UK. The following day, the Chancellor's Pre-Budget Report signalled the government's acceptance of the ambitions and principles of the Review, and announced that it "will consider how best to achieve the Leitch ambitions and implement its recommendations, alongside the level of resources it will allocate to them, as part of the 2007 Comprehensive Spending Review process."

Key recommendations of the Review

- Increasing skill attainments at all levels;
- Routing public funding of vocational skills through Train to Gain and Learner Accounts;
- Strengthening the employer voice on skills;
- Launching a new 'pledge' for employers to voluntarily train more employees at work. If insufficient progress has been made by 2010, introduce a statutory right for employees to access workplace training;
- Using Investors in People to support delivery of Review recommendations;
- Increasing employer investment in higher level qualifications, especially in Apprenticeships and in degree and postgraduate levels;
- Raising people's aspirations and awareness of the value of skills;

- Creating a new universal adult careers service to diagnose skill needs with a skills health check available for all;
- Government to introduce compulsory education or workplace training up to age 18 following introduction of new diplomas; and
- Expanding Apprenticeships.

How can you find out more?

For further details of these recommendations, see the EEF summary at www.eef.org.uk, or download the Leitch Review in full from the HM Treasury website at www.hm-treasury.gov.uk.

Have your say on education and skills issues

Do you have a particular opinion regarding education and skills policy and practice? Would you like to provide a comment to the media or help to influence the debate? If so, please contact the EEF Western Advanced Engineering Skills Project Team on 0117 906 4800.

Support and brokerage services

A range of resources providing details of training providers, courses and funding opportunities for training.

Business Link South West

A “one stop shop” providing access to courses and bespoke training ranging from basic skills to management and organisational development. Employers can access the online Learning Services Directory of regional training suppliers and take advice from the Investors in People advisory service. Business Link also work in partnership with Learndirect Business by supplying e-courses, specifically designed for small to medium sized enterprises.

W www.businesslink.gov.uk/southwest

E-Courses web www.learndirect-business.com

E enquiry@businesslinksw.co.uk

T 0845 600 9006

Learndirect for Business

Learndirect for Business provide a dedicated service for larger employers who can take advantage of bespoke training solutions including course development, monitoring, tutor support and access to a network of training venues UK-wide. An online catalogue of training services including e-courses is also available.

W www.learndirect-business.com

E corporateenquiries@ufi.com

Course details for engineering and manufacturing sector info@assaltd.co.uk

T 0191 417 7030

Support and brokerage services

Marine South West

Working in partnership with local industry and training providers, Marine South West is committed to delivering a range of courses which meet the needs of the marine sector. It offers a unique demand led programme of courses available to local marine businesses through its network of Marine Centres in Poole, Falmouth and Plymouth. It also has an online directory to search for the courses provided by these centres.

W www.marine-south-west.org.uk

W www.marineskills.co.uk

E enquiries@marine-south-west.org.uk

T 01752 666 733



National Employers' Guide to Training Providers

This is an employer driven directory of the courses and training providers available across the UK. Employers in the South West can search for their local Learning and Skills Council funded training provider by entering their post code and training interests. Directory entries provide information such as contact details, course duration, pricing and venue details. The directory also invites feedback from employers who have used listed providers and courses. Additionally, the Employer Guide to Good Training is currently being piloted in the South West of England. This will incorporate a qualitative element into the Directory by showing employers the "best" local provision in a particular subject or course.

W www.employersguide.org.uk

W www.lsc.gov.uk/regions/SouthWest/egtp/

National Employer Service

Provides information and funding to large, multi-site employers to support apprenticeships, advanced apprenticeships, initial NVQ training for adults aged 23 or over and Skills for Life. To qualify, employers must have over 5,000 employees, centralised human resource management and the potential for at least 200 learners including Apprentices. For comprehensive information regarding the funding process and the quality of requirements, visit the Learning and Skills Council website.

W nes.lsc.gov.uk



Support and brokerage services

National Skills Academy for Manufacturing (NSAM)

Launched in January 2007, the NSAM is a central part of the government skills strategy. The NSAM focuses on meeting the skills needs of large and small employers from the manufacturing sector, including Aerospace, Automotive, Electronics and Marine. In the longer term, it will also incorporate science and technology sub-sectors such as the Biological and Medical Sciences and Bio and Nano Technology. It will work closely with regional skills brokers such as Train to Gain, create training and education programmes which will set national standards for delivery and help employers to meet the demands of global competition in terms of improved productivity, competitiveness and profitability.

W www.manufacturing.nsacademy.co.uk
E enquiries@manufacturing.nsacademy.co.uk
T 0121 717 6610

SCENTA Careers

A web resource containing information about careers in science, engineering and technology. It contains a database allowing you to search over 50,000 engineering related courses nationwide at all levels and provides a guide to becoming professionally registered.

W www.scenta.co.uk/careers/general.cfm
E businessdevelopment@scenta.co.uk
T 0207 557 6411



Support and brokerage services

South West Manufacturing Advisory Service (SWMAS)

SWMAS specialises in providing practical advice and support for manufacturing companies of all sizes. It offers free or subsidised hands on support from fully qualified manufacturing professionals; access to an expert helpline and web service; information on regional events; and tailored training materials and guidance on best practice. SWMAS also provides a strategic management programme for large to medium sized companies, technology funding (not directly for capital equipment) and the operational leadership programme for first line managers, aimed at improving management and manufacturing skills.

W www.swmas.co.uk
E info@swmas.co.uk
T 0845 608 3838

Train to Gain

Launched in August 2006, the Train to Gain local and regional network of skills brokers is provided by the Learning and Skills Council (LSC). Train to Gain provides employers with a range of services:

- brokerage to enable companies to access their training needs and find local provision to meet these needs;
- free training for basic skills and first Level 2 qualification;
- information on possible sources of funding; and
- an element of wage compensation.

Further information on tailored training can be found on the Train to Gain website.

W www.traintogain.gov.uk
W www.traintogain.gov.uk/Region/SouthWest/
E traintogain@bldc.gov.uk
T 08456 047 047



Sector Skills Councils

Contact details of the organisations that represent specific engineering and manufacturing sub-sectors in the UK skills system.

At the heart of the Skills for Business network are 25 Sector Skills Councils (SSCs). Each SSC is an employer-led, independent organisation that covers a specific sector across the UK.

The four key goals are:

- to reduce skills gaps and shortages;
- improve productivity, business and public service performance;
- increase opportunities to boost the skills and productivity of everyone in the sector's workforce; and
- improve learning supply including apprenticeships, higher education and National Occupational Standards (NOS).

The SSC's run a unique forum for employers to discuss the skills and productivity issues that are of concern to their sector. The aim is to analyse the sectors skills needs through a five stage process, ending with an agreement between the SSC and employers on how they will work with key funding partners to ensure correct training provision.

The key SSC's related to the engineering and manufacturing industries are listed below. Employers can access information on young apprenticeships, national occupation standards, UK representation, national skills academies, training courses, training providers, regional contact details and the latest news for each sector:

Automotive Skills

The SSC for the retail motor industry.

W www.automotiveskills.org.uk
E info@automotiveskills.org.uk
T 0207 436 6373

Cogent

The SSC for chemical, nuclear, oil and gas, petroleum and polymer industries.

W www.cogent-scc.com
E info@cogent-scc.com
T 01925 515 200



Sector Skills Councils

Construction Skills

The SSC for Construction.

W www.constructionskills.net
E information.centre@citb.co.uk
T 01485 577 577

e-skills UK

The SSC for IT and Telecoms.

W www.e-skills.com
E info@e-skills.com
T 02079638920

GoSkills

The SSC for passenger transport.

W www.goskills.org
E info@goskills.org
T 0121 635 5520

Improve Ltd

The SSC for food and drink manufacturing and processing.

W www.improveltd.co.uk
E info@improveltd.co.uk
T 0845 644 0448

e-skills uk

GoSkills
Moving skills forward

improve
food & drink sector skills council

Sector Skills Councils



Proskills UK

The SSC for process and manufacturing industries.

W www.proskills.co.uk

E info@proskills.co.uk

T 01235 833 844

SEMTA

The SSC for science, engineering and manufacturing technologies.

W www.semta.org.uk

E infodesk@semta.org.uk

T 01923 238 441

Skillfast-UK Ltd

The SSC for apparel, footwear, textiles and related businesses.

W www.skillfast-uk.org

E enquiries@skillfast-uk.org

T 0113 239 9600

Sector Skills Councils

Skills for Logistics

The SSC for the freight logistics industry.

W www.skillsforlogistics.org

E info@skillsforlogistics.org

T 01908 313 360

**Skills for
Logistics**

Skillset

The SSC for the audio visual industries.

W www.skillset.org

E info@skillset.org

T 0207 520 5757

skillset

SummitSkills

The SSC for the engineering building services industry.

W www.summitskills.org.uk

E enquiries@summitskills.org.uk

T 01908 303 960

Summit SKILLS

Funding and awards

Organisations offering awards and access to sources of funding for training and development.

Advanced Engineering Skills Project (AESP)



The project is part funded by the South West Regional Development Agency and managed by EEF Western with the support of its partners. It aims to address the short term and long term skills needs of the advanced engineering sector, including the Automotive, Aerospace, Machine Tools, Medical Engineering, Specialist Machinery, Rail and Marine Engineering sub-sectors. Companies employing less than 250 employees and with at least 10% of its output supplied to an advanced engineering sub-sector can benefit from a free business needs analysis. This analysis aims to identify the areas where skills improvement through training is required and will then support small to medium sized enterprises by offering a grant of up to 50% towards those training costs.

W www.aesp-western.org.uk

E llewis@eef-west.org.uk

AESP contact: Lindsay Lewis, EEF Western, Project Manager

T 0117 906 4800

Business West Grants and Support Directory



Business West delivers Business Link branded products in the West of England and has published a guide to local sources of finance. It includes eligibility criteria and contact details for schemes such as start up funding, growing companies funding, community and not for profit funding, rural funding, export funding, training and business development funding and European funding.

W www.businesslink.gov.uk

W www.businesswest.co.uk

E info@businesswest.co.uk

T 01275 373 373

Funding and awards

Edge Employer Awards

The annual Edge Employer Awards offer financial support to employers who show commitment to providing high quality training and development opportunities for young people. This includes promotion of initiatives such as on the job learning, work experience schemes, placements, traineeships and apprentices. In 2006, over £300,000 of prize money was awarded to employers for further investment in practical learning.

W www.edge.co.uk
W www.edgeawards.co.uk
E info@edgeawards.co.uk
T 0800 980 3343



Engineering Leadership Awards

The objective of the Awards is to allow outstanding engineering undergraduates, with marked leadership potential, to undertake an accelerated personal development programme. Awards worth up to £5,500 per student are made to provide MEng students, over two or three years, with carefully planned training and experience. Employers can build relationships with award holders through work placements and vacation work, therefore gaining access to some of the most talented undergraduates in the country.

W www.engineeringleadershipawards.org.uk
E ela@raeng.org.uk
T 0207 227 0500

j4b Grants

The j4b online database is a free search facility allowing employers to find out which grants and soft loans are available to them. Individual searches can be categorised by region or industry sub-sector and employers can store useful searches for grants or loans online for future reference.

W www.j4bgrants.co.uk



Funding and awards

Selective Finance for Investment in England (SFI) Grant

The SFI scheme is aimed at businesses of all sizes and focuses on high-quality, innovative, knowledge-based projects that lead to long-term improvements in productivity, skills and employment in the South West of England. Employers can apply for grants ranging from a minimum of £10,000 to a maximum of £2 million. The level of support granted will depend on the extent to which a project can show evidence of increasing skills and / or investment in the skills base.

W www.southwestrda.org.uk
E sim.yung@southwestrda.org.uk
T 01752 234 842



Union Learning Fund

Established in 1998, the Union Learning Fund provides funding to trade unions wishing to encourage and provide opportunities for employees to learn at work. The fund helps unions to recruit, train and develop learning representatives and form active partnerships with training providers and employers in order to promote learning and development in the workplace.

W www.unionlearningfund.org.uk
E infoULF@tuc.org.uk

Centres of Vocational Excellence (CoVEs)

A government initiative aimed at enabling accredited training providers to provide high quality, industry focused training courses to employers in their specialist fields.

Advanced Engineering CoVE

Brunel Training Group

The Brunel Training Group (BTG) is an accredited CoVE for the Advanced Engineering sector and is able to take “learning to the learner” via new, state of the art mobile facilities. These facilities are designed to support businesses, colleges and schools with an interest in developing their adult workforce, apprentices and young people. For example, the BTG has a mobile learning centre designed to take training to your doorstep in the form of a 3.5 ton trailer converted to resemble a workshop, equipped with Computer Numerically Controlled (CNC) machines.

W www.bruneltraining.co.uk
E enquiries@bruneltraining.co.uk
T 0117 935 4555

Yeovil College

Yeovil College also has CoVE status for Advanced Engineering. A range of courses and services designed to address the skills needs of businesses within the sector are available.

W www.yeovil.ac.uk
E info@yeovil.ac.uk
T 01935 423921



Aeronautical Engineering CoVE

City of Bristol College

The City of Bristol College is the leading CoVE in the field of aeronautical engineering. In partnership with Filton College, it offers a range of full time, part time and higher education courses focusing on aircraft engineering and maintenance.

W www.cityofbristol.ac.uk
E enquiries@cityofbristol.ac.uk
T 0117 312 5000

Centres of Vocational Excellence (CoVEs)

Automotive CoVE

Bridgwater College Automotive Centre

The Bridgwater College Automotive Centre, based in Somerset, is accredited with CoVE status for the automotive sector and has been awarded the Beacon Award for “Responsiveness to Employers”. The centre focuses upon bridging the skills gap by increasing and improving NVQ Level 3 provision in vehicle maintenance, repair and refinishing. Specialist short courses also include jig-work, body repair, electronic diagnostics and air conditioning.

W www.bridgwater.ac.uk
E information@bridgwater.ac.uk
T 01278 441234



Automotive Manufacturing / Engineering CoVE

Swindon College

Swindon College is an accredited CoVE for Automotive Manufacturing / Engineering. It offers specialised training for individuals and employers in the South West ranging from NVQs to short bespoke sessions on specialised subject areas.

W www.northstarcove.co.uk
E myawatkins@swindon-college.ac.uk
T 01793 498964

Centre for the Training and Licensing of Truck Technicians

S and B Training

S and B Training is based in Bristol and specialises in training young people as apprentices and / or advanced apprentices in the repair and maintenance of motor vehicles. It also provides training for smaller groups in vehicle body repair, finishing and vehicle parts distribution and supply.

W www.sandbtraining.com
E info@sandbtraining.com
T 0117 953 3001

Centres of Vocational Excellence (CoVEs)

Engineering CoVE

Avon Vale Training

Based at Chippenham, Avon Vale Training is the leading CoVE provider of work based learning and training for the engineering industry in the South West. Services on offer include training for Apprenticeships, NVQs and a range of unique, specialist courses.

W www.avonvale.co.uk
E info@avonvale.co.uk
T 01249 661 199

Food and Technology CoVE

Duchy College (Cornwall) and Hartpury College (Gloucestershire)

The partnership between the Duchy College (Cornwall) and the Hartpury College (Gloucestershire) launched the CoVE for Food and Technology in the South West in 2005. It is dedicated to creating a regional network of professional training facilities and opportunities to promote the food and drink sector in the South West of England.



Manufacturing and Engineering Support CoVE

North Devon College

Based at North Devon College, the CoVE for Manufacturing and Engineering Support is designed to support employers in improving the skills of their current workforce and preparing future employees through world class training. The college also provides Skills Analysis support, a service focused on finding solutions to the skills gaps of people aged over 50 years in the workplace.

W www.skillsanalysis.org
W www.ndevon.ac.uk
E info@skillsanalysis.org
T 01271 859620

Marine Engineering and Technology CoVE

Formed in partnership between Cornwall College, Plymouth College and Initiative Training and Enterprise (Bournemouth), the CoVE for marine engineering and technology is dedicated to the ongoing development of learning opportunities relevant to marine sector employers, particularly from the yacht industry.

W www.cornwall.ac.uk
E enquiries@ccb.cornwall.ac.uk
T 0800 731 7594

Apprenticeships

Information and services to support apprentice recruitment and development.

Employers for Apprenticeships

This service provided by the Learning and Skills Council (LSC) is responsible for promoting apprenticeships to employers of all sizes with the aim of increasing the take-up and completion of apprenticeship programmes. The LSC also provides feedback to the government on issues which affect the quality and effectiveness of apprenticeships. Guidance on recruiting apprentices, case studies and links to further sources of information are also available.

W www.employersforapprentices.gov.uk
T 08000 150 400



Engineering Connections

Engineering Connections is a free apprentice recruitment service. Engineering employers can advertise their apprentice vacancies on the Engineering Connections website by registering online. The company then receives the applicant's details from their regional EEF association. Engineering Connections also assists users with guidance on apprenticeships through a free helpline.

W www.apprentices.co.uk
E joanne.barrett@eef-westmids.org.uk
T 0800 917 1617



Group Training Associations (GTAs)

These are employer-led, charitable status, not for profit training organisations. In engineering and manufacturing, GTAs have a particular role in recruiting, managing and training Modern Apprenticeships. A directory of available GTAs can be found on the SEMTA website.

W www.semta.org.uk
T 0808 100 3682

Apprenticeships

Higher Apprenticeships

SEMTA has developed the new Higher Apprenticeship framework for young people aged 18+ wishing to study a Foundation Degree. The pilot programme is designed to incorporate the new Foundation Degrees into on the job training and competence. Higher Apprenticeships are available in Automotive, Aerospace and Electronic specialisms and SEMTA are looking for companies, Group Training Associations, Colleges and Universities willing to take part.

W www.semta.org.uk
E jharris@semta.org.uk
Contact: John Harris, SEMTA Higher Education Manager
T 01621 788150

Learning and Skills Council Apprenticeship

An official information resource from the Learning and Skills Council containing general information, case studies and answers to frequently asked questions. A CD-ROM resource pack can be requested free of charge. The site also contains information about the annual LSC Apprenticeships Awards, where the work of apprentices and employers are celebrated in regional and national ceremonies.

W www.apprenticeships.org.uk



Marine Adult Apprenticeship Scheme

Working in partnership with the Advanced Engineering Skills Project and the Marine Centre in Poole, this pilot project is aimed at improving the uptake of marine apprenticeships from employers in the engineering, electrical, boat building and upholstery sub-sectors. Upon the completion of the pilot project, it is planned for apprenticeship schemes of a similar nature to become available for other industry sub-sectors.

For further information on Marine Adult Apprenticeships contact Alison Evans
T 01202 606 523

Companies can also register their interest in the scheme by contacting Lindsay Lewis, Project Manager at EEF Western.
T 0117 906 4800



Apprenticeships

Young Apprenticeships

Young Apprenticeships are new ways of allowing motivated and capable young people to study vocational subjects alongside traditional GCSE's. Aimed at Key Stage 4 students (ages 14 – 16), Young Apprenticeships are partnerships between schools, colleges and employers. Students will be expected to complete around fifty days of practical work experience during the two year programme. For employers, this provides an opportunity to promote careers in their industry and assess the potential for future recruits.

For information about Young Apprenticeship schemes in your area, please contact Lindsay Lewis at EEF Western, or contact your local sector skills council.

T 0117 906 4800

Universities and higher education

Projects and resources helping employers to access specialist expertise in the higher education sector.

Aimhigher

Aimhigher is a national campaign aimed at increasing participation in higher education. It provides advice and guidance including information on the range of courses and providers available, assistance with the application process and student finance. This can be a useful resource for advising employees wishing to access higher training and / or qualifications. There are three local area partnerships that deliver activities in the South West, as well as educational institutions. These are:

Learning is for Everyone (LIFE) - covers Bournemouth, Dorset and Poole, South Somerset and South Wiltshire.

The Peninsula Programme - covers Cornwall, Devon and West Somerset.

Aimhigher West - covers Gloucestershire, the West of England, Swindon and Wiltshire and North Somerset.

W www.aimhighersw.ac.uk

E susan.hatt@uwe.ac.uk

Contact: Sue Hatt – Aimhigher South West Regional Manager

T 0117 344 2361

Aimhigher...



Learning is for Everyone
LIFE

Expert Solutions South West (ESSW)

Funded by the Higher Education Association in the South West of England and the South West Regional Development Agency, ESSW helps to connect businesses with specialist expertise and resources from universities in the South West. This can include: collaboration on project and process development projects; access to specialist facilities; facilitating international collaboration; graduate recruitment; and work placements for students. Featured industries include Advanced Engineering, Marine Engineering and Environmental Technology.

W www.expertsouthwest.com



Universities and higher education

Gradsouthwest

www.gradsouthwest.com
jobs for students and graduates

The official online vacancy site for over 15,000 students and graduate jobseekers in the South West. It is a collaborative service provided by the South West Regional Development Agency and Higher Education institutions across the region. Employers can register their vacancies online free of charge and take advantage of the relationship developed between Gradsouthwest and university careers service providers. For example employers can access information and advice on upcoming careers fairs, graduate recruitment, sponsorships and ways of raising company profile in the graduate market.

W www.gradsouthwest.com
E admin@gradsouthwest.com

Knowledge Transfer Partnerships

Knowledge
Transfer
Partnerships

Businesses can access specialist knowledge and resources through Knowledge Transfer Partnerships. These are joint projects involving businesses, universities and / or colleges and research organisations. A specialist consultant first helps businesses to identify appropriate research partners and the second stage involves defining and agreeing a project lasting from one to three years. Businesses of all sizes in most sectors can take part.

W www.ktponline.org.uk
E companies@ktponline.org.uk
Regional adviser: Alexandra Humphris-Bach (South West of England and Wales)
T 0870 190 2903

Universities and higher education

The Division for Lifelong Learning, Engineering Strand

The Division for Lifelong Learning is involved in a number of activities designed to develop engineering educational and training provision at level 4, primarily through the development and delivery of foundation degrees.

W www.bath.ac.uk/lifelong-learning
E rmv20@bath.ac.uk
Contact: Rod Valentine, Bath University, Engineering Strand Co-ordinator
T 01793 328 826

Undergraduate Programme

The Undergraduate Programme is designed to encourage university students to retain an interest in pursuing a career in engineering through a series of awards and activities. Employers can support the training courses on business awareness and personal development which are held on Dartmoor and are similar to the Outward Bound extra-curricular activities organised for young people.

W www.raengbest.org.uk
E peter.revell@raeng.org.uk
T 0207 227 0500



Schools, colleges and work experience

Information, resources and opportunities to work with schools, colleges and the local community

ABLAZE

ABLAZE is a registered charity and strategic partner of Bristol City Council, established by the business community in Bristol. Its aim is to bring together educational authorities, businesses and the community to improve attainment, attendance and achievement in Bristol's schools. Local employers can partake by providing mentors to support school children studying the science curriculum, or by allowing students to visit the workplace so they can learn about new technology and how legislation affects the role of an engineer. For example, the 'Airbus Challenge' sees engineering graduates from Airbus work with school children by engaging them in activities to see the importance of engineering in every day life.

W www.ablazebristol.net

E alison_allan@bristol-city.gov.uk

Contact Alison Allan, ABLAZE Business and Education Co-ordinator

T 07795 446517

Arkwright Scholarships Trust

Founded in 1991, the trust was set up to encourage high ability 15/16 year old students to pursue engineering or technological careers by awarding Scholarships during A-Level and Scottish Highers. The Trust is funded by industry partners and charitable trusts. Employers can offer financial support towards activities of the trust, sponsor a scholar, act as a mentor to students or host a career awareness day. The trust presents employers with an opportunity to build long lasting relationships with schools and colleges, engage younger people in engineering and identify talented individuals for future recruitment drives.

W www.arkwright.org.uk

E enquiries@arkwright.org.uk

T 01926 333 210

Arkwright
SCHOLARSHIPS

Schools, colleges and work experience

At-Bristol

One of the UK's leading science and discovery centres providing a hands-on learning environment for pre-school, school and college groups. At-Bristol has developed a variety of ways of working with engineering and manufacturing companies, research centres, local businesses and universities. Employers can become involved by sponsoring activities such as exhibitions and workshop development, partake in workshops or 'meet the expert' sessions and contribute to the funding of industry specific outreach initiatives.

W www.at-bristol.org.uk
E information@at-bristol.org.uk
T 0117 915 7777



businessdynamics

businessdynamics is part of the Enterprise Education Trust, a national business education and enterprise charity that aims to bring business to life for young people. This is done through a range of one and two day programmes during which volunteers from companies act as seminar leaders to introduce students aged 14-19 years to the opportunities and challenges of business, as well as improving their skills in preparation for the world of work.

W www.businessdynamics.org.uk
E info@businessdynamics.org.uk
T 0207 620 0735



Bringing business to life for students

Engineering Development Trust (EDT)

The Engineering Development Trust is an independent registered charity whose mission is to encourage young people to fulfil their potential through careers in science, engineering and technology. The EDT is a leading national provider of work related learning programmes targeting 12-21 year olds, bringing companies and universities together with schools and students to work on real projects.

The EDT comprises 4 programmes: Engineering Education Scheme, Go4SET, Headstart and the Year in Industry. All EDT schemes are members of the Royal Academy of Engineering's Best Programme.

W www.etrust.org.uk
E enquiries@etrust.org.uk



Schools, colleges and work experience

Engineering Education Scheme in England (EES)

» Engineering Education Scheme
(England)

Part of the Royal Academy of Engineering's "Best" programme, the EES provides opportunities for businesses to work with teams of up to four high ability Year 12 students, and their teacher, for 5-6 months on a real engineering problem. The scheme is a chance to access and identify potential future recruits through projects delivering real business benefits.

W www.engineering-education.org.uk
E enquiries@thescheme.org.uk
T 01707 393 323

F1 in Schools Challenge



This is an engineering competition open to all UK secondary schools, colleges and organised youth groups. Entrants design and manufacture carbon dioxide powered miniature cars and then compete against each other in regional, national and international competitions. Engineering companies can build links with participating schools by supporting entrants practically or financially.

W www.f1inschools.co.uk
T 0207 344 8449

Go4SET

Go4SET

Go4SET is a new Engineering Development Trust Initiative linking teams of six Year 9 pupils with companies and universities to offer an 8 week science, engineering and technology (SET) experience. By providing a real and live SET project, Go4SET will raise the pupils' awareness and highlight the exciting future career opportunities in SET.

W www.go4set.org.uk

Schools, colleges and work experience

Headstart

Headstart is a well established educational programme providing an opportunity for Year 12/S5 students to learn more about engineering courses and careers before finalising their university applications. Students spend four days at a university during the summer, attempting hands-on engineering activities and visiting local engineering companies. This is an opportunity for employers to make early contact with outstanding young people, identify candidates for industry placements and work experience, raise company profile in the local community and develop strong links with schools, colleges and universities. Participating universities in the South West include Bristol, Swansea and Cardiff.

W www.headstartcourses.org.uk
E enquiries@headstartcourses.org.uk
T 01707 871 505

» Headstart

Headteachers into Industry (HTI) "Take 5" initiative

HTI, an organisation which places senior teachers in industry in specific secondment activity, is now offering opportunities for businesses to place managers in schools for five days, typically over a five week period. "Take 5" gives the school access to specialist business skills and the employer the opportunity to develop the leadership potential of their own staff and company profile in the local community.

W www.hti.org.uk
E enquiries@hti.org.uk
 Take 5 Coordinator - Jana Parker
T 02476 698 530

hti
 LEADERSHIP
 IS OUR BUSINESS

Take5

Imagineering

Part funded by the Advanced Engineering Skills Project, the Imagineering Fair is an educational charity aimed at introducing 8-16 year olds to the world of engineering. The annual fairs provide hands on STEM based fun activities showing children how things work whilst allowing them to meet real engineers and find out what they do. It offers the opportunity for employers to promote engineering and manufacturing in the local community and can aid personal development of employees and management. Individuals can set up exhibitions at the Fair, act as tutors of Imagineering Clubs or represent the industry at other events. In recent years the South West Imagineering fair has been held in Somerset.

W www.imagineeringweb.co.uk



Schools, colleges and work experience

Industrial Trust



The Industrial Trust is a registered charity and its flagship 'Open Industry' programme delivers elements of the curriculum in the workplace, giving young people the chance to experience the world of work first hand. It works with schools and companies to form structured visits allowing young people to find out the purpose for certain things they study at school. A consultancy and training service is also available for companies so that they can obtain better value for their investment in educational links activities.

W www.industrialtrust.org.uk

E mark.tinsley@industrialtrust.org.uk

T 0117 317 3881

National Council for Work Experience (NCWE)

Promotes, supports and develops quality work experience for the benefit of students, employers and the economy. It currently focuses these activities on students in further and higher education. Employers can order a free guide to work experience, advertise latest vacancies for work placements and apply for the NCWE awards which recognise employers of all sizes that display good practice when offering work experience.

W www.work-experience.org

T 0845 601 5510

Science and Engineering Ambassadors



This scheme is run by SETNET, a national organisation aimed at raising the profile of science, technology, engineering and mathematics (STEM) related careers at all levels. Having a member of staff act as an ambassador can be a valuable staff development opportunity. It will also help to raise company profile within the local community and help inspire young people to take up STEM related careers.

W www.setnet.org.uk

E website@setnet.org.uk

T 0207 557 6422

Schools, colleges and work experience

Smallpiece Trust

An independent educational charity that provides a programme to promote engineering as a career to young people. Businesses can help to promote themselves and their sectors by giving presentations about their activities and career structures. They can also participate by leading “design and make activities” during the Trust’s residential courses at Universities and / or STEM enrichment activities at schools. Core courses are affiliated to the Royal Academy of Engineering Best programme.

W www.smallpeicetrust.org.uk

E info@smallpeicetrust.org.uk

T 01926 333 200



The Learning Grid

Funded by Motorsport Development UK, the Learning Grid consists of a range of programmes aimed at promoting engineering related careers. All of the activities promoted relate to science, engineering, design, technology and mathematics. For employers, the Learning Grid is a way of engaging with schools and young people, promoting careers in their sector and providing staff development opportunities.

W www.learninggrid.co.uk

E info@learninggrid.co.uk

T 0845 900 7755



The Manufacturing Diploma

The Manufacturing Diploma will be available to all 14-19 year old students who want to get a broad understanding of the manufacturing sub-sectors from September 2009. The Diploma will provide students with a basic understanding of manufacturing practices and processes, whilst also offering the opportunity to apply their technical skills in a real work environment. Employers have the opportunity to shape the content of the diploma and can also indicate their willingness to take part in certain elements of the programme, such as the provision of work experience.

W www.manufacturingdiploma.co.uk

E enquiries@manufacturingdiploma.co.uk

T 08456 440 448

Schools, colleges and work experience

trident from Edexcel



Founded in 1971, trident from Edexcel is the UK's largest national provider of work experience for students aged 14-16 years. To date, trident from Edexcel claims to work with 90,000 employers per year, finding work experience placements for over 135,000 young people. The main website contains advice for employers, case studies of successful placements and a list of contact details for offices in the South West.

W www.trident-edexcel.co.uk
E trident@trid.demon.co.uk
T 0207 014 1400

» The Year in Industry

Year in Industry

Part of the Royal Academy of Engineering's "Best" Programme, the Year in Industry is one of the country's biggest gap year placement schemes. Most placements are in engineering, technology and manufacturing companies and are designed for young people planning to study relevant subjects at degree level. Prizes are awarded to the most impressive candidates, culminating in regional and national finals. The programme provides early access to bright gap year and undergraduate students for companies looking to grow their future workforce, whilst employers benefit from a highly cost effective resource.

W www.yini.org.uk

Young Engineers



Young Engineers enables UK students (aged 8-18) to get hands-on engineering action by running and promoting a wide range of engineering competitions to schools. It also provides activity ideas, advice and extensive support services to over 1200 affiliated science, engineering and technology clubs through its website. For businesses, this is an opportunity to increase interest in engineering amongst children, influence the engineering education curriculum and raise company profile.

W www.youngeng.org
 Contact: Joanne Phillips, Project Manager
T 01428 727 265

Equal opportunities and diversity

Resources aimed at overcoming gender and cultural stereotypes.

Computer Club for Girls (CC4G)

Created by e-skills UK, CC4G aims to raise the standard of girls' ICT skills (aged 10 to 14) and increase female participation in ICT-related careers. Employers from a variety of sectors have contributed to the scheme by, for example, sponsoring schools, hosting events and participating in clubs. Involvement has the potential to form lasting links with school communities and can be an opportunity for employees to develop their own personal skills.

W www.cc4g.net
E cc4ghelpdesk@e-skills.com
T 0800 328 5161

e-skills uk

Intercultural Competence Assessment (INCA) Project

The INCA project was set up after a strong demand for 'cultural awareness' training for employees and trainees in the engineering industry. Employers can access free resources and materials to help them assess the ability of their employees when dealing with cross-cultural issues. The project consists of a framework defining three levels of competence; a set of assessment materials; an online assessment and analysis tool; and a portfolio of intercultural competence allowing employees to record their progress and development.

W www.incaproject.org
E inca@cilt.org.uk
T 0207 395 5101



UK Resource Centre for Women in Science, Engineering and Technology

Funded by the Department of Trade and Industry, this web resource supports and promotes efforts to attract more women into SET careers. In addition to general information, employers can access advice and consultancy, take part in networking and discussion groups, obtain advice on benchmarking their own organisational culture and access a database of expert contacts. There are also examples of good practice and case studies.

W www.setwomenresource.org.uk
E setwomenresource@bilk.ac.uk
T 01274 436 485

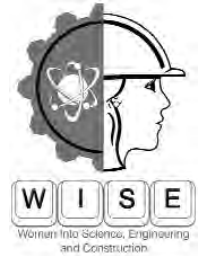


Equal opportunities and diversity

Women into Science and Engineering (WISE)

The aim of WISE is to promote science, engineering, technology (SET) and construction as suitable career choices for girls and women. Employers can participate in the WISE campaign by providing female role models, becoming a WISE sponsor or by promoting the "Take our Daughters to Work" scheme run by the Guiding Association. The WISE annual awards recognise good practice in the sector by offering employers financial awards of up to £1,000.

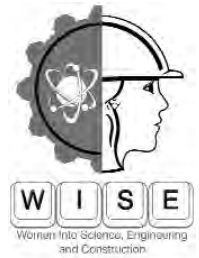
W www.wisecampaign.org.uk
E info@wisecampaign.org.uk
T 0207 557 6479



WISE Outlook

WISE Outlook is a three day programme where girls aged 13 and 14 can find out about all aspects of engineering, science and technical careers. Programmes are organised by further education colleges in partnership with schools and engineering businesses. Companies can participate by inviting parties to visit their premises where they can witness real engineering activities. Benefits to the employer include opportunities for staff development, long lasting links with schools and colleges and the potential to raise the profile of engineering as a career path for girls.

W www.wisecampaign.org.uk



Adult learners and professional development

Schemes and resources related to work based learning, basic skills and professional development.

Campaign for Learning

The Campaign for Learning provides resources and information to encourage a “learning society”. For example, the Campaign promotes an annual “Learning at Work Day”, part of the annual Adult Learners Week. Its aim is to make learning at work a normal part of everyday life and employers can access planning materials and ideas for activities.

W www.campaign-for-learning.org.uk
E info@cflearning.org.uk
T 0207 930 1111

CPD Certification Service

The CPD Certification Service provides a range of services to support organisations wishing to provide their staff with continuing professional development. In addition to assessing and accrediting courses, the CPD certification service also maintains a directory of events, courses and seminars covering a variety of topics.

W www.cpduk.co.uk
E info@cpduk.co.uk
T 0208 840 4383



Adult learners and professional development

Executive Engineers Programme

Part of the Royal Academy of Engineering's "Best" programme, the Executive Engineers Programme provides a fast track route for preparing innovative engineering graduates for leadership programmes in technology businesses. Topics covered include organisational change, effective leadership, business planning and strategy, technology management and personal and professional development.

W www.raengbest.org.uk
E best@raeng.org.uk
T 0207 227 0500



Foundation Degree Forward

Foundation Degree Forward promotes the benefits of using foundation degrees to enhance the skills of current employees to businesses. At the time of writing, the website lists 149 courses in Engineering, 82 courses in Construction and 38 in Technology. A free consultancy service is available to employers allowing them to influence the design of foundation degrees and ensure they are tailored towards the skills needs of their business and staff.

W www.fdf.ac.uk/employers
E c.pickford@fdf.ac.uk
T 01543 301 150

Adult learners and professional development

Read Write Plus

Launched by the Department of Education and Skills, the Read Write Plus online resource centre is part of the Skills for Life strategy aimed at improving basic literacy, language and numeracy skills. A free advice and consultancy service is offered to employers wishing to help staff improve their basic skills. Employers can also order a free toolkit designed to address the problems that businesses face due to skills shortages.

W www.dfes.gov.uk/readwriteplus
E dfes@prolog.uk.com
T 08456 022260

Sainsbury Management Fellowship (SMF) Scheme

The SMF Scheme enables engineers of high career potential (ages 26-34) to undertake a one year MBA course at a major international business school. The fellowship is a prestigious award and can provide engineers with a first class business education in an international setting. Employers can put their employees forward for the award which will cover the costs for tuition. The knowledge gained will aid the professional development of employees and bring a strong competitive edge to the organisation.

W www.smf.org.uk
Contact Cathleen Breeze
T 0208 941 8584

Other regional bodies

Contact details of the other regional bodies driving the South West skills strategy forward.

Skills and Learning Intelligence Module (SLIM)

SLIM exists to bring information and intelligence on skills and learning to policy makers and practitioners across the South West. It is funded by the South West Regional Development Agency and the European Social Fund and is a module of the wider South West Regional Observatory. SLIM have published research such as the National Employer Skills Survey 2005 for the South West (October 2006) and can also provide information on labour market data, latest news from the EU and forthcoming skills related conferences and events.

W www.swslim.org.uk
E swslim@exeter.ac.uk
T 01392 264 850

The South West of England Regional Development Agency

The South West of England Regional Development Agency's (RDA) skills and learning team focuses on the skills needs of the South West and is committed to building relationships with its partner organisations, including EEF Western. It focuses on the skills needs of key business sectors as well as the needs of communities in urban and rural areas where integrated regeneration programmes are being planned or delivered. The South West RDA can offer guidance and advice on a broad variety of topics aimed at improving the long term economic performance of the South West. Current projects that contain an element of skills activity for the engineering and manufacturing sector include:

- The Advanced Engineering Skills Project
- Aerospace Training South West – The Way Forward
- Gloucestershire Skills Brokerage Model
- Graduates for Business (including [gradsouthwest](http://gradsouthwest.com) website)
- Marine South West
- Skills first – Advanced Engineering Skills Development Project

W www.southwestrda.org.uk
E enquiries@southwestrda.org.uk
T 01392 214 747



Other regional bodies

Skills for Life South West

A one stop shop for everyone involved in Skills for Life across the South West.

W www.skillsforlife-sw.org.uk

South West Regional Skills Partnership

A partnership that joins the business and learning community with the common goal of matching individual skills to employer needs in the South West of England.

W www.swrsp.org.uk

Further reading

A list of recent publications highlighting regional and national skills issues and the future challenges for the UK skills system.

Department for Education and Skills, Further Education Reform: *Raising Skills, Improving Life Chances* (2006)

EEF, Learning to Change: *Why the UK skills system must do better* (2006)

EEF Western: *Skills in advanced engineering in the South West of England* (December 2006)

HM Treasury: *Skills in the Global Economy* (2004)

Learning and Skills Council: *National Employer Skills Survey 2005* (June 2006)

Lord Leitch, Skills in the UK: *The long-term challenge – Interim Report* (December 2005)

Lord Leitch Review of Skills: *Prosperity for all in the global economy – world class skills* (December 2006)

Sir Andrew Foster: *Review of the Future Role of Further Education Colleges* (November 2005)

South West Observatory Skills and Learning Intelligence Module: *National Employer Skills Survey 2005 for the South West of England* (October 2006)

Do you still have questions?

Are you still confused by the range of schemes and projects on offer? Do you have a particular skills need that you feel is not covered by any of these initiatives? Would you like further information or assistance?



If so, then EEF Western can assist with your skills and training related enquiries. EEF Western members can access this service free of charge. Please contact either the Advanced Engineering Skills Project or Information and Research Team on 0117 906 4800 to discuss your requirements.

About EEF

EEF is a trusted partner to businesses across Britain. We work on behalf of over 6000 companies, in manufacturing, engineering, technology and beyond. Together, they employ close to a million people. On any given day you'll find us helping our members tackle a whole range of employment challenges.

We deliver services at a local as well as national level, working through a strong network of regional associations. It brings us much closer to the businesses we support - especially in our understanding of the issues they face.

Our services reflect the breadth and depth of our knowledge: HR & Legal; Health & Safety; Environmental Services; Training & Development; Policy & Representation; and Information & Research. The result is an unrivalled source of advice, support and expertise, designed to help businesses succeed – now and in the future.

The services provided by EEF Western include:

Information & Research

If knowledge is power, think of us as the power supply. You have access to authoritative, up-to-the-minute management information through our books, reports, website and telephone helpline. From local and national pay settlements to inflation forecasts and economic trends surveys, we'll make sure you have the business intelligence you need to make the right decisions at the right time.

HR & Legal

Working with our team of HR and legal experts means that EEF Western's complete suite of services for the HR professional is at your disposal. We'll help you implement and maintain best practice throughout your organisation, enabling you to manage your business, and your people, more effectively. Should a problem arise, we'll be there to help you work through it, whether it's an employment relations issue or a tribunal case.

Health & Safety

Good health and safety management enables your business to minimise risk and maximise opportunity. We work with our members to make the most of employee potential through regular updates on the latest legislation, professional inspections and audits, expert helpline support and tailored advice. Building best practice into your business encourages loyalty within your team and improves your standing in the local community.

Environmental Services

Managing environmental responsibilities is one of the biggest issues facing businesses today. It is an increasingly influential factor in the way customers and potential partners view your company. Our services range from compliance assessments to environmental auditing and advice on waste minimisation. We can help your business seize the initiative and put the right strategy in place for a sustainable future.

Training & Development

Yesterday's skills won't prepare you for tomorrow's challenges. Our comprehensive range of open courses, tailored training programmes and one-on-one coaching can help keep your business on the front foot. We cover everything from team-leading to tackling absence, internal audits to IOSH – all delivered by some of the most experienced trainers in the business.

Policy & Representation

EEF Western creates a direct link between your business and the policy makers. We speak up for our members' interests and give advance notice of any changes in the pipeline. Our targeted campaigns secure support for business, whilst limiting the damage of proposals which would harm competitiveness. At the same time, we use our strong relations with the media to make sure important issues are covered and our members' side of the story is heard.

Information & research services

“Better informed. Better prepared. Better results.”

The EEF Western Information & Research team is committed to providing high quality research, intelligence and analysis services for member companies in manufacturing, engineering and technology based businesses in the South West of England and Wales. EEF Western members can benefit from a wide range of services as part of their membership packages, including:

Direct enquiry hotline - providing economic, employment and business related information to companies including advice on pay and benefits and human resource policy benchmarking;

Economic indices and forecasts - comprehensive quarterly report on economic trends and forecasts;

Extensive reference library - economics, skills, business, human resources management, personnel and employee relations resources;

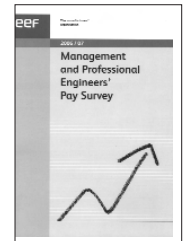
Knowledge sharing - opportunities to network and exchange information with other industry professionals on a range of topics;

New EEF Western website content - members can search our services online at www.eef-western.org.uk and register to receive e-bulletins on the latest information relevant to individual needs, as and when it happens;

Bespoke research service - available to all businesses and government agencies and tailored towards specific requirements. Typical bespoke activities include: pay and conditions of employment for specific categories of employees; detailed sector research; regional skills research, pay and benefits in defined geographic areas and current human resources trends; and

Survey data

Management and Professional Engineers' Pay Survey (Annual) - national and regional analysis of pay and benefits for managers and professional engineers. It is widely recognised as one of the most comprehensive sources of pay data for this group of employees in the industry, with 594 companies responding to the 2006 survey, covering salary data for 15,042 managers and engineers.



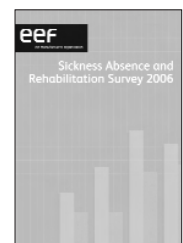
Regional Settlement and Economic Report (Quarterly) - a summary of regional pay settlements reported by EEF Western members, including an economic outlook and forecast for the UK economy. A monthly regional pay settlement summary and the monthly EEF Pay Bulletin are also available by visiting our website.



Manual, Clerical and Technical Pay Survey (Quarterly) - regional salary benchmarking data for manual, clerical, supervisory, technical and some IT roles. A summary of all respondents throughout the region is provided, followed by further analysis by local labour market area.

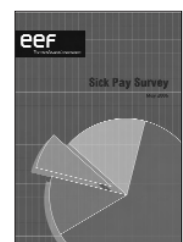


Business Trends Regional Summary (Quarterly) - designed to give an indication of the trends in output, new orders, employment and investment over the past three months and next three months from EEF Western member companies within the South West of England RDA boundaries. EEF's "Engineering Outlook" also details the national business trends on a quarterly basis.



Other EEF Pay and Benefits Research - including surveys on Graduate Pay, Apprenticeship Pay, Working Overseas, Absence and Labour Turnover and Sick Pay.

Bespoke Research - recent examples include Skills in Advanced Engineering in the South West of England (December 2006) and Smoking in the Workplace: an analysis of policies and legislation (March 2007).



Further information

For further information on this publication, please contact:

Robert Presland

Information & Research Officer

T 0117 906 4828

E rpresland@eef-west.org.uk

Matthew Huggett

Employment Relations & Information Adviser

T 0117 906 4814

E mhuggett@eef-west.org.uk

EEF Western
Engineers' House
The Promenade
Clifton Down
Bristol
BS8 3NB



EEF Western Information & Research:

Constantly benchmarking and contrasting performance and practice across the industry in the region.

We encourage companies and government agencies to approach us regarding the commissioning of research and are happy to discuss your specific requirements.



South West of England
Regional Development Agency



Advanced
Engineering Skills
Project



ISO 9001
REGISTERED FIRM

www.eef-western.org.uk