

Skills 4 Growth - Third Quarter report

October to December 2014

1) Introduction and overview

The Skills 4 Growth programme is the specialist skills strand of the Coventry & Warwickshire Growth Hub (originally known as Coventry & Warwickshire Clearing House – a Growth Hub for Business).

The Skills 4 Growth programme is contracted to support 60 employees with skills training support and to create 12 graduate employment opportunities within Coventry & Warwickshire based Advanced Manufacturing & Engineering (AME) small and medium sized enterprises (SMEs) during the 2014/15 financial year to help improve skills amongst the sectors workforce.

The project continues to make strong and solid progress against the targets set

2) Staffing

The Skills 4 Growth Co-ordinator and Project Support Officer are located at the Coventry and Warwickshire Growth Hub at Cheylesmore House. The strand manager hot desks at the Growth Hub on a regular basis to enable continued joined up working and ensure the close working between the project and the City Council continues.

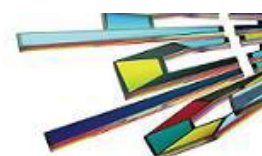
3) Performance against contract

Graduate Employment Scheme	Target till June 2015	Quarter 1 actual	Quarter 2 actual	Quarter 3 actual
Number of graduates registered onto the scheme	12	74	0	0
Number of graduates into employment placements	12	17	0	0

All of the graduate employment scheme targets were profiled to be achieved in the first quarter and therefore there are no further figures to report in quarter three or future reports, however, work is still on-going to ensure that the graduates are supported in their employment including training interventions to develop their skills for their roles as per the scope and eligibility criteria of the project.

The majority of the graduates that were placed into employment opportunities remain in those opportunities. One company who employed a graduate have unfortunately gone into voluntary liquidation which has resulted in the graduate's contract ending. A support package has been put in place to support the young person to gain alternative employment. Another graduate employed in a design engineering company has moved to Germany to take up an employment opportunity there.

The project is committed to support all graduates and employers through the life of the 12 month employment strand of the project.



Skills Training	Target to June 2015	Quarter 1 actual	Quarter 2 actual	Quarter 3 actual
Number of companies engaged with (accumulative)	No target set	52	64	74
Number of people receiving more than 12 hours of training (including graduates) (accumulative)	60	No target in Qtr 1	9	34 against a YTD target of 30

The profile for skills training for the period October - December 2014 was for 15 employed people to receive more than 12 hours of training. The total profiled for year to date (ytd) is 30.

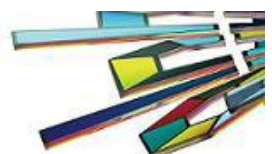
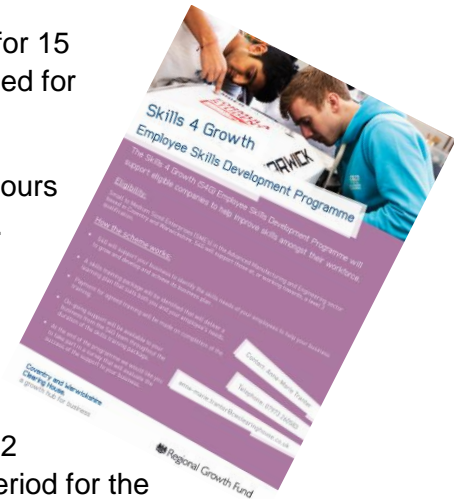
Up until the end of December 2014 a total of 34 people had achieved 12 hours or more of training since the start of the contract against a target of 30 i.e. 113% of target

Pipeline training interventions identified via the Organisational Training Needs Analysis (OTNA) process and due to commence in quarter 4 (January to March 2015) total 48 at this point against a target of 15 outputs for the quarter taking the planned outputs at the end of Quarter 4 to 82 against a profiled ytd target of 45, i.e. 182% of target. The final delivery period for the project will be quarter 1 of 2015/16 i.e. April to June 2015. The project has a target of 15 skills out-puts to deliver in the final quarter to reach the overall target set for the project of 60.

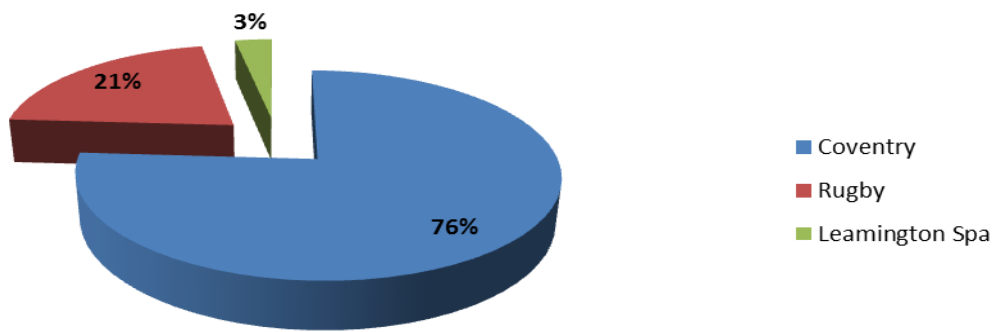
At this point the planned pipeline for the final quarter of the project (Apr – Jun 2015) is currently standing at 6 training outputs taking the current estimated total to 88 against a target of 60 i.e. 147% of target. However momentum and activity continues and it is planned that performance will be increased further in regard to the final out-put achieved for skills interventions

The project stopped taking referrals from early December due to staff consolidating the activity already undertaken with companies, partners and training providers to identify and agree training interventions. A review will be undertaken towards the end of January/early February in regard to training grant discussions and offers made and claims received to ascertain if there are any funds remaining that can be allocated to meet the needs of more employers.

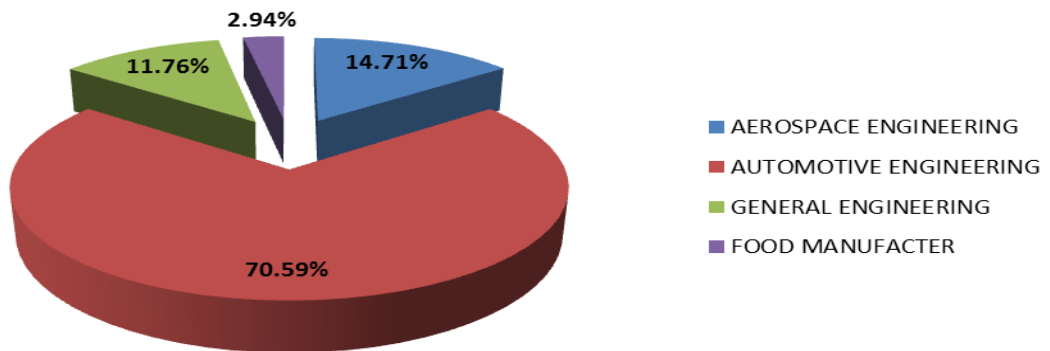
Training out-puts have to date supported employees from **12** different companies from across Coventry and Warwickshire. The companies can be further defined into Aerospace, Automotive, General Engineering and Food Manufacture. The graphs on the following page provide further detail:



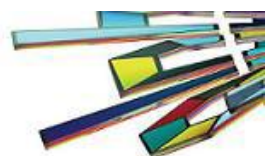
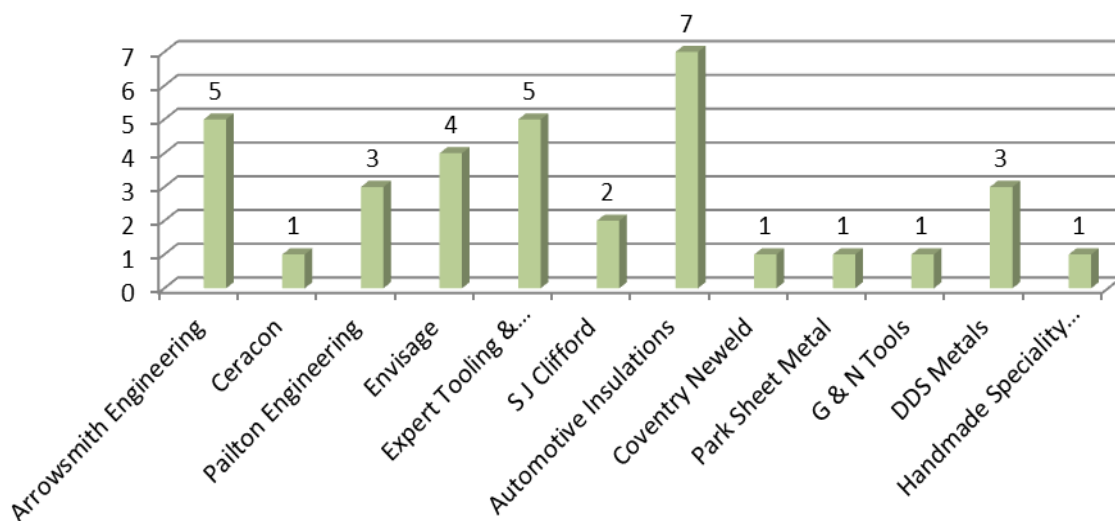
% Training Outputs by Town/City YTD



% Training Outputs by Sub Sector YTD



Training out-puts by employer YTD



Types of training activity

The types of supported training activity in quarter 3 were varied to meet the needs of individual businesses and their employees. Training included: Abrasive Wheels, Fork Lift Truck, OGP Metrology, Process Control, Robotic Engineering skills, Social Media for Marketing, IOSH, CMI First Line Management, AAT, Programming Siemens machines, Process Mapping and Problem Solving, Excel spread sheets, Assessor training, Producing training videos and CATIA V5 Fundamentals and Surfaces

Companies that Skills 4 Growth is working with

The strand has now actively delivered out-puts for 22 businesses in the Coventry and Warwickshire region with graduates and/or training as follows:

- 5 micro (22%)
- 12 small (56%)
- 5 medium (22%)

Although the skills strand is not contracted to report on engagements with companies, engagement clearly has to take place for the strand to deliver therefore we informally count contacts with employers. A total of 73 **companies** have been engaged with between April and December by the strand and some of these are in pipeline and will become companies being assisted in quarter 4 and quarter 1 of 2015/16 Financial year.

In addition to training needs analysis and focused training support, smaller companies have continued to need more intense support. Initially this was with actions such as writing Job Descriptions and contracts etc. but in quarter 3, assistance given mainly includes support for completing claims. These companies tended to be ones that traditionally, do not access business support.

Further details on individual companies supported by Skills 4 Growth to date are available from the Skills 4 Growth Co-ordinator.

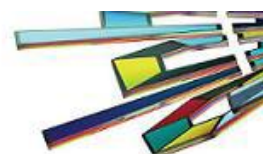
The process of providing support to companies is attached as a flow chart.

4) Request for additional funding

Additional funding was requested in the summer from the funding provider (Lancaster University/Regional Growth Fund) to enable the skills4growth programme to increase the amount of support that it can give to SMEs in Coventry and Warwickshire to support their skills needs. Unfortunately we have not received a formal response to our request to date. The additional funding would have enabled us to support up to 30 more interventions.

5) Evaluation

Collection of feedback of the training from the perspective of both those receiving the training and the companies themselves has commenced via the review of Learning Agreements. Full evaluation will be undertaken in the final quarter of the project. Evaluation will highlight what the benefits of the training have been to the employers and their employees (as well as the graduates); it would also capture any areas for improvement and will help to shape any new projects going forward.



6) Strategy for exit from RGF Funding and continuation of the Skills 4 Growth project

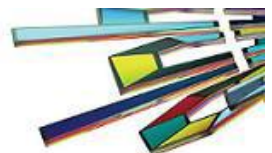
As we head towards the end of Lancaster funding for the project, we are starting to develop a strategy to avoid losing the momentum and activity achieved and to be able to continue delivering skills support to business sectors identified by the CWLEP as being key priorities for the region.

The Skills 4 Growth project offers a unique skills support package that puts the company business needs at the forefront and provides the support and flexibility to access training support that they really want and need to deliver growth.

Julie Venn-Morton, *Skills Strand Lead*

Anne-Marie Tranter, *Skills 4 Growth Co-Ordinator*

14/01/2015



SKILLS 4 GROWTH PROCESS – FLOW CHART FOR SKILLS TRAINING SUPPORT

