

Chemical and Pharmaceutical Advisory Council Meeting

Date of Meeting; 23rd June 2009, Warrington

Attendees

George Ritchie (Sembcorp), Anne Clark (Total), Vicky Hallion (Brunner Mond), Julian Price (Catalant) , Ian Mains (National Skills Academy for the Process Industries), Ian Macintyre(Perstorp), Stan Higgins (NEPIC), Tony Featherstone (ECITB), Jayne Edwards (Cogent), Ian Lockhart (Cogent), Julie Plumbley (Cogent), Kieran Quill (Cogent), John Holton (Cogent), Tim Eyre (Cogent) , Julia Bennett (Cogent), Jenny Clucas (Chemicals North West) , Jim Collins (RS Clare), Sarah Grindrod (PICME), Robert Hayes (SEER Pharmaceuticals). Josie Richardson (BERR/ BIS).

Agenda

Minutes of the Last Meeting - Accepted

Actions Arising

- a. PICME offered some BIT case studies that would be valuable to use as an introduction to the process for employers. Done
- b. There is a need for a readily repeatable marketing mantra to describe the sector like 5 or 6 focused key facts to open an elevator encounter. Ongoing

Update Pre-Papers



Foundation Degrees
- Update Jun09.doc

- a. Foundation Degrees

1) The Cogent Oracle Project 2009

Oracle is a unique Project aiming to gather Primary Labour Market Intelligence (LMI) from a representative sample of companies across the Cogent Sector in all 4 UK Nations. The planned outcome is to provide unique primary data for the Cogent sector and to produce a consistent sample of companies across the sector for use as a barometer for economic, skills, training, turnover, trend tracking and recession monitoring.

Additionally the Oracle Survey will give Cogent an indication of 'Stock and Flow' across the sector and enable participant companies to benchmark themselves on key indicators within the industry and within the sector.

The project has 3 phases:

Expert Panel - sample of employers across Cogent footprint

Online Survey - State of the art Online Survey

Annual Report- Benchmarking on Key Indicators

Expectations

The Expert Panel will consist of a panel of employers, who can commit to completing the Online Survey on an annual basis (with the possibility of quarterly questions). The Online survey will be directed to a Key member of your company that has access to the information required (see below), e.g. HR Manager/Director, Training Manager/Director.

The Online Survey will be easy to use with anonymity guaranteed. The survey will use best available web based technology picked for ease of use. The questions will cover: Recession Monitoring, Workforce Stock & Flow, Skills & Training and Future – Forecasting

The output from the survey will be presented via an Annual Report. The results of the survey will be issued to each participant as an individual/ confidential benchmarking report. The data will also be used in Cogent's State of the Nation report to enhance future sector and industry scenarios and forecasting for distribution to key stakeholders and influential policy makers.

Pilot Study

An initial study was carried out in May 09 in the Nuclear Industry. The outcome was a low response rate and after review it was decided to change the survey!

Next steps / June 09; Expert Employer Panel Development

Phase 1: Small, Medium & Large Scale Companies

Phase 2: Small, Medium & Large Scale Companies

July/Aug 09; Online Survey

Phase 1: Questionnaire Rebuild & Consultation phase

Phase 2: Questionnaire Evaluation, Rebuild, Consultation

Sept 09; Main Fieldwork

Phase 1: Large Scale Companies: 10+ from each industry

Phase 2: Small & Medium Sized Companies Aim is a total sample of 200

Dec/Jan 2010; Analysis & Report Writing

Phase 1: Benchmarking

Phase 2: Benchmarking & build in Trend Analysis

In summary the desired outcome is to build robust Labour Market Intelligence to give an in depth understanding of the Cogent sector whereby the data gathered can be used to Influence Policy and key stakeholders, develop Trend Analysis to show the Stock and Flow of personnel working in the footprint to highlight skills and training needs etc.

2) Apprenticeships

Specification of Apprenticeships Standards for England (The New Blueprint)

The New Blueprint will replace the non-statutory 'Blueprint', all New Apprenticeships /Advanced Apprenticeships that are submitted for development after 1 August 2009 must be in this new format.

All Apprenticeship frameworks must show clear progression routes for Apprentices including those seeking UCAS tariffs at level 3 & 4 and require a minimum of 37 credits for each framework.

Each framework must contain six PLTS (Personal Learning and Thinking Skills) units and time Off-Workstation of a minimum of 280 GLH (Guided Learning Hours) .Instruction or supervised study must be conducted at a separate physical location from which the apprentices normally works.

As part of the Apprenticeship Bill , SSC's (sector skills council) and SSB's (standard setting body) will be responsible for developing and submitting Apprenticeship Framework's for funding after August 2009.

Any employer, training provider or FE college can develop an Apprenticeship Framework, however the SSC/SSB's will have the right to say ' no' to a proposed Apprenticeship Framework if there is already one in existence.

The outline of the framework is submitted via the web portal of the Alliance of Sector Skills council, the SSC/SSB can develop an Apprenticeship Framework with any interested party (such as an employer or college).

The SSC/SSB will check that the new framework meets the SASE (Specification of Apprenticeship Standards for England), then the SSC/SSB apply to the Funding Bodies for England and Wales for the approval of the Framework (for funding).

All Apprenticeships must be Blueprint compliant (to comply with new SASE as of August 2009), no dual-qualifications will be allowed and even though developed the LSC (Learning Skills Council) /NAS (National Apprenticeship Service) are not bound to provide funding. There is an Appeals process and this will be through the National Apprenticeship Service.

Cogent has successfully bid to be part of the pilot Apprenticeship Expansion Scheme.

What's on offer? An opportunity for employers to train more Apprentices supported by a financial incentive through matched funding for wages over the first 2 years. Overall *£250,000 of Government money is available*

Year 1:

LSC will pay £42.00 per week

Employers will pay £42.00 per week

Learner will receive £84.00 per week Bursary

Year 2:

LSC will pay £97.11 per week

Employers will pay £97.11 per week

Learner will receive £194.22 per week.

{Following the Advisory Council 2 companies requested to join the pilot programme which is excellent news for the sector}

Contact Ian Lockhart

3) Sector Compact update

The uptake of funding within the Cogent footprint has been measured in excess of 80% since the commencement of the Sector Compact. Regional teams of Cogent Regional Managers, Academy Regional Managers and Business Link contacts have been established to support employer training, with significant results.

Funding restrictions have been experienced by a number of providers towards the end of this academic year (until 31st July). The unprecedented uptake has been due to the increased flexibilities for Sector specific value-adding qualifications and the redundancy-response programmes supported by government initiatives. Cogent and the Academy are lobbying at all levels, nationally and regionally, to ensure that any funding will be directed to Cogent employers where at all possible.

The LSC have accepted a list of Cogent strategic providers for consideration in awarding contracts for next year. We are also providing actual numbers waiting to enrol to support the case.

The government white paper on “Skills Activism” is due for publication over the summer, building on the “New Industry, New Jobs” paper. The messages seem to be positive for the Chemical and Pharmaceutical sectors and it is hoped that any “differential” funding offer would support those priorities.

Contact; Jayne Edwards, Sector Compact Project Manager

4) Strategic Action Plan for the Chemical & Pharma Sector

The Action Plan itemized in the March meeting minutes has been reviewed and after feedback the overall number of points have now been consolidated into

4.1 Contractors –there is a concern in some industry sectors that a lack of suitably trained personnel will impact on future projects. This matter will be reviewed with the Engineering Industry Training board to highlight the key skills that are in deficit.

4.2 Management Skills – the Gold Standards for higher level job roles are being developed and focus mainly on M&L skills. Because a lot of higher level training is often bespoke to a company Cogent is planning to develop a CPD matrix of modular training packages that can be drawn down on a pick and mix basis. The 1st Line

Supervisor role for chemicals has been signed off and a Gold standard for Plant Manager is being drafted and will be circulated through the Cogent e-room

4.3 Apprenticeships – the industry (like most sectors) is not recruiting and training enough apprentices. This is linked to the contractor shortages. Cogent has been successful in bidding for ‘Apprenticeship Expansion’ programme funding (pilot) and companies are involved in the NE, and NW through the TTEs.

There is potential to support the Apprenticeship remit with Group Training Associations using the aggregated effect of the numbers and the fact that there is a high degree of commonality in the training (potentially as high as 80%) with the specialised elements accounting for 20% of the content.

4.4 Re-skilling the Pharma workforce - rapid changes in the UK based Pharma footprint are having a major impact on employment opportunities in the sector, a Pharma Workshop meeting scheduled for June 29th has been organized with a number of key employers and sector organisations, the main discussion topics include

- Developing World Class skills across the sector.
- Improving the standard of vocational training provision.
- Improving graduate training.
- Management of Change
- New Technology

This workshop may form the basis for a separate Pharmaceutical Advisory Council.

4.5 Attraction, Progression and Recruitment - The items for Industry attraction, career progression and recruitment of staff with key skills for laboratory work will be treated under one heading. The areas to address will encompass the ageing demographic and reduction of younger entrants together with the need to re-skill workers from none classical entrance points.

4.6 Innovation – seen as the foundation of business success and growth, this item is under joint investigation with the Chemistry Innovation Knowledge Transfer Network and other partners; a working paper is being drafted.

Contact; Tim Eyre

5. PAC/BIT

The program is starting to take off gradually, but the lack of T2G funding in some regions has meant that the £700 model is proving hard to make work. Cogent (Julia Bennett) and National Skills Academy Process are working closely together to develop a more rounded package that takes into account more of where the customer is situated on the Continuous Improvement Journey. The areas they are working on include, Leadership and Management in the process and how to make sure the journey is sustainable, Benchmarking against World Class, and 6 Sigma where lean had already been used and the process itself needed attention..

Cogent needs to develop a Business Improvement Techniques qualification that meets the needs of the industries within the Cogent footprint and can be utilised in the

Business Improvement section of the Gold Standard. A blend of Lean and 6-sigma is being considered as most appropriate.

The following National Occupational Standards have been identified as being potentially suitable for the content of the qualification, however the list below is not yet finalised;

Applying Workplace Organisation Techniques
Applying Continuous Improvement Techniques (Kaizen)
Applying Problem Solving Techniques
Creating Visual Management Systems
Applying Six Sigma Methodology to a Project
Carrying Out Six Sigma Process Mapping
Applying Basic Statistics
Applying Set-up Reduction Techniques
Applying Total Productive Maintenance (TPM)
Carrying Out Statistical Process Control Procedures (SPC)

A fit-for-purpose Assessment Strategy that meets the needs of Cogent Industries will be developed for this qualification.

6. National Skills Academy for the Process Industries

6.1 The ongoing activities throughout the English Regions (NE, NW, Y&H, Midlands, SE & London, SW and EoE) with the active Academy Regional Skills Boards in five regions will transition to RSB's in all regions by the end of 2009.

6.2 Activities in Scotland have increased as a result of the public support given to the Academy by the CEO of Ineos Olefins, Tom Crotty.

6.3 The Academy has generated new activities in Ireland with the Northern Ireland Polymer Association and the All Ireland Polymer and Pharma Networks.

6.4 A new Membership Scheme has been rolled out encouraging the footprint and the CPA Council members to sign up via the Academy web-site - please follow the link here <https://secure.nsa-skillspassport.co.uk/members/register.aspx>

6.5 The Academy National Skills Conference in York in April was very well received, the positive feedback will ensure that subsequent meetings are must attend events.

6.6 The increasing numbers of accredited training providers and the establishment of new networks will benefit the company's active in the footprint

Next Meeting; 24th November 2009/ Cogent office in Warrington (please note this is changed from 17th of November).

Future dates, 16th March 2010. / 15th June 2010 / 16th November 2010.