

SME

Working Group Summary September 2011

SME

- **Chair – Tina Sawyer, Cogent**
- Members
 - Karen Booth - BIS
 - Antonis Pappasolomontis - BIA
 - David Parry - SEHTA
 - Madge Moore - Lantra
 - Carl Naraynassamy - Accovion

Joe Wildy - BIA
Philip Kendall - One Nucleus
Kevin Thrower - NSAPI
Oliver Wells - ABHI

Suggested additional members – more SME companies from across the life sciences sector

Terms of Reference signed off

Objective: To develop a fit for purpose Leadership & Management training offer for SME's in the Life sciences Sector.

Terms of Reference

- The SME Working Group has been established to facilitate a working discussion between employers, government and trade associations and to deliver a bespoke training offer for SME's across the Life sciences sector.
- To this aim, the Group will consider the existing SME training and mentoring programmes, and develop a fit for purpose training offer
- It will review the range of existing initiatives and encourage stakeholders to work together to capture best practice and achieve value.
- It will provide a forum to develop ONE VOICE on skills for SME's in the life science industry discussing the skills that businesses need and developing a collaborative approach to meet the challenges facing SME's.
- It will provide commentary and support for Cogent's bids to the EIF and GIF funds. With the shared ambition of improving the quality of skills provision and workforce development, and to support the continued growth and prosperity of SME's.

- **Training**
 - review the existing SME training and mentoring programmes, and develop a fit for purpose training offer
- **Provision**
 - review the range of existing initiatives and encourage stakeholders to work together to capture best practice and achieve value



Initial proposals

- Gap Analysis
 - Map current landscape of SME provision
 - Identify gaps and issues to address
 - Commission survey
 - Develop a forward vision
 - Identify a way forwards including barriers
- Develop the offer
 - define the provision
 - source modular training
 - identify flexible delivery options
 - assess the need for a mentoring programme
 - look at international best practice

Objectives and Delivery

- Further discussions with Employers across the Sector to map the landscape and establish need
- Capturing International Best Practice through seminars arranged in the Autumn 2011
- Developing an Outline SME Offer including a mentoring programme for agreement by Spring 2012

