

# Annual Report and Accounts

2009

Setting the standard



*Skills for Science  
Based Industries*

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*Cogent is the Sector Skills Council (SSC) for the Chemicals, Pharmaceuticals, Nuclear, Oil and Gas, Petroleum and Polymer Industries.*

*Our mission is to meet the skill needs of the Cogent industries to allow them to compete successfully.*



# Chairman's foreword



I'm delighted to introduce the Cogent Group 2009 Annual Report. It provides a comprehensive overview of our activities to support workforce skills development.

2009 was a very important year for our organisation. The UK Commission for Employment and Skills (UKCES) relicensed us as a Sector Skills Council (SSC), following a rigorous assessment by the National Audit Office (NAO). In addition, at the end of the year, an independent report produced by Baker Tilly sampled four SSCs, including Cogent and its subsidiaries the National Skills Academies for Nuclear and Process Industries. The independent report showed that the SSCs sampled were achieving around twenty times the amount of funding they receive.

Cogent has also produced its own Impact Report, which demonstrates a significant increase in the uptake of its qualifications since its inception, as well as a positive performance across a range of indicators, detailed in this report.

Against this positive performance analysis, Cogent is committed to delivering the objectives set out in its strategic plan, with a clear focus on representing employers to Government on skills issues, designing up-to-date qualifications, ensuring that enough young people with STEM skills enter the Sector and delivering high quality Labour Market Intelligence (LMI).

We are also very focused on the present and during the year our Sector Compact has delivered real economic benefits to the Cogent science-using industries, helping them to overcome significant skills gaps and making them competitive.

The Academies for Process and Nuclear are working hard to support this expansion of vocational qualifications through the use of Cogent's standards and qualifications, delivered via their fast developing, quality assured training provider network. Higher level skills will also continue to secure much of our attention, with a range of projects detailed inside this report ensuring close interaction with Higher Education Institutions.

As we prepare this Annual Report, the economic situation in the UK and around the world continues to represent a challenge to industry, and we will continue to work with employers and Government to ensure the best conditions for success.

Indeed, the Government is setting out a strategy for economic growth. It is one that is universal to any administration and will see new technologies turned into jobs, the commercialisation of the output of the UK's hugely successful science and research base and low carbon technologies delivering business and employment opportunities.

We are keeping a close eye on the political landscape, working to ensure we keep abreast of opportunities and policy implications around skills.

We will continue to have an effective relationship with Government Departments charged with implementing skills strategy and of course we also work closely with many, many stakeholders in education and training, in the regions, with Professional Bodies and with Trades Unions.

Finally, my thanks must go to the Cogent Board for their invaluable contribution, to Joanna Woolf our CEO and Cogent's Executive Team and to all the Cogent staff who have worked so hard to deliver programmes of work, and ensure employers are fully engaged.

I look forward to continuing to steer our excellent Board in the coming year to ensure we get the skills system industry needs to succeed.

Dr John Beacham, CBE



# CEO review



Joanna Woolf  
CEO

**I am pleased we can look back on 2009 as another chapter of achievement for Cogent and the employers we represent.**

This Annual Report is testament to the progress we continue to make alongside industry in developing the skills of the Cogent Sector workforce and improving the infrastructure that underpins this.

The industries in our Sector face a variety of skills challenges; they need to innovate in the face of global competition; they have an extraordinary commitment to being safe, clean and sustainable and many are part of a supply chain that spans the world.

Increasingly it is this Sector that is providing the hi-tech solutions that are creating the jobs of the future. They are developing technologies that improve lives. Indeed Cogent Sector solutions will address the challenges facing society in the 21st Century. All of these jobs are underpinned by science and technology. They sit within industries which have an ongoing demand for thousands of highly skilled and flexible scientists, engineers, production operatives, managers and leaders. Cogent's work is aimed at ensuring the Sector gets the skills it needs.

We are guided by employers: an employer-led Board directs our strategy; our Industry Advisory Councils define our programmes of work; we run extensive consultations on standards and qualifications and we seek to understand industry skills with the collection of detailed Labour Market Information (LMI).

A significant piece of work this year has been to make sure that the qualifications on the new Qualifications and Credit Framework (QCF) are far more relevant to employers and learners. Our standard-setting remit has seen us continue to deliver a raft of role standards for industry. These set out the competencies, qualifications and training standards for each role in our Sector.

Where industry carries out 'informal' learning and it makes sense to develop a common approach, we have produced training standards, with the input of subject experts.

Higher level skills continue to dominate the Cogent Sector skills agenda. The high GVA industries in the Cogent footprint are skills intensive and need a flow of scientists and engineers with professional status. We have developed a practical Higher Education action plan which stimulates new ideas and promotes innovation. Our new employer-led Foundation Degrees will play a critical part in driving up these skills.

“We recognise that these are difficult and challenging times and that we need to be on the top of our game to make sure employers have the best opportunity to access what we have to offer.”

#### Future Skills

Our research programme, known as *Future Skills* has continued to provide the vital intelligence to inform our skills programmes for industry. We carried out an online survey to evaluate our major report into the civil nuclear workforce, *Power People*, and were pleased to find that 89 per cent of the respondents said that it filled a gap in national data and 93 per cent rated the quality of the research as excellent. We have also embarked upon our Skills Oracle primary research project, our own “FTSE” for skills.

In response to the Government’s Industrial Strategy, the Commission for Employment and Skills (UKCES) asked us to be part of a group of SSCs helping to understand the skills needs of emerging technology growth areas.

We continue to enhance our flagship Career Pathways product, working to develop pathways that reflect the new jobs springing up. We recognise that these are difficult and challenging times and that we need to be on the top of our game to make sure employers have the best opportunity to access what we have to offer.

The National Skills Academies are supporting the expansion of vocational qualifications in the workplace through the use of Cogent’s frameworks and qualifications. These are delivered via quality assured provision of training and development aimed at technical, associated professional, and management levels.

Skills Academy provision takes on different shapes and forms, ranging from purpose-built training centres to online courses tailored to the needs of each part of the Sector. Crucially, Skills Academies are led by employers who work with them to shape the training that will help them compete in global markets.

I am sure 2010 will bring many more opportunities and challenges for the Cogent Sector workforce. I am confident that in partnership with our Skills Academies and the many stakeholders and employers who drive our strategy, we will continue to play a critical role in the skills system.

# Sector overview

The industries in the Cogent Sector range from the highly strategic nuclear industry, to the world-leading pharmaceuticals industry; many parts of the Sector are incubators of new technologies, particularly chemicals which is the home of industrial biotechnology and also polymers, which is seeing a tremendous growth in composites and associated applications.

All of this advanced technology is refreshing a Sector which has long had the ability to sustain itself, even in a tough economic climate.

Other parts of this science-using Sector, particularly oil and gas and petroleum generate significant wealth and support our self-sufficiency in energy fuels. Indeed, this strategic Sector is worth £156bn.

## Skills picture

All parts of the industries which make up the Cogent Sector have the deployment of higher level and technical skills at the heart of their business.

A distinguishing feature is a workforce dominated by professional and technical occupations. Many of those who hold these jobs have developed skills on the job as they have progressed through their careers.

These are skills which are not always accredited, and Cogent is working with the National Skills Academies for Process Industries and for Nuclear to put in place systems which recognise this experience.

With an ageing workforce, the Sector needs to continue to recruit young people to undertake the core technical roles in the workforce. Cogent estimates that there will be a demand for approximately 24,000 plant operatives over the next 10 years.

Cogent's research also highlights a pressing need for the upskilling of two crucial populations – the managers and the operators – and the gap between skills required and qualifications held prevails throughout the Cogent industries.

## High level skills

To maintain their leading edge, the Cogent industries recruit up to 4,000 graduates every year, 45% of which are from the Science, Technology, Engineering and Mathematics (STEM) subjects.

But with a technical and graduate working population of the order of 500,000, securing workforce development in which employers are prepared to invest is a critical part of Cogent's remit.

With a range of policy papers from Government, such as *Skills for Growth and Higher Ambitions* underlining the importance of employer engagement with Higher Education (HE) Cogent's strategy for HE *Technically Higher* will mean our industries are well-placed for such partnership.

Indeed the needs of employers in the Cogent Sector are currently mirrored by a large number of policy areas. The Cogent Sector industries are right at the heart of future UK economic success, particularly in relation to the Low Carbon, Life Sciences and Advanced Manufacturing agendas.

Cogent is working with employers to bring young people in both through apprenticeships and from university; to upskill and re-skill the current workforce and to ensure the Sector has the high level skills it needs.



# Objectives

Cogent is the Sector Skills Council (SSC) for the Chemicals, Pharmaceuticals, Nuclear, Oil and Gas, Petroleum and Polymer Industries.

Cogent's Mission is:

*To meet the skill needs of the Cogent industries to allow them to compete successfully.*

## We are doing this through:

**Being the voice of employers on skills:** we are providing the "collective voice" of employers on skills to influence Government and public providers of skills, education and training.

**Designing qualifications:** we are developing fit-for-purpose and future-focused, standards-based qualifications.

**Attracting young people into the Sector:** we are working to attract young people into the Cogent Sector; helping to shape the STEM (Science, Technology, Engineering and Maths) curriculum and promoting careers.

**Understanding industry skills needs:** through our in-depth labour market research we are providing an industry-by-industry picture of skills.

Cogent has a unique place in the skills infrastructure; driven by employers we are working to provide the industries in our Sector with strategic leadership on the skills agenda.

We operate at every level of training and education – from the school curriculum through to Higher Education. The development of vocational and professional education lies at the heart of our work.

All of this is underpinned by Cogent's sound Labour Market Information (LMI) and world-class standards.

Year on year Cogent has increased its engagement with employers and now has 1500 active companies providing a voice for employer demand. The establishment of the two National Skills Academies has allowed Cogent to reach out to much larger numbers of employers and learners and this number continues to grow rapidly.

# Achievements and activity

Cogent and the National Skills Academies in for Nuclear and Process Industries are together working to ensure the science-using industries secure the high level skills they to innovate and sustain themselves.

Cogent is developing the standards and qualifications and the Skills Academies are transforming learning through their quality assured provider networks around the UK.

Cogent's remit is delivered through five "Big Tickets", each one of which has a focused programme of activity.

## 1. Cogent Industry Skills Standards and Qualifications



Cogent has developed a suite of employer-led qualifications that underpin its competency based role profiles. For the process industries this is the Gold Standard; for nuclear industry the framework is Job Contexts.

Take-up and completion of Level 3 Cogent Sector qualifications has seen an increase since Cogent's inception:

Cogent Sector S/NVQs	2005	2009	% Increase
Level 2	1330	1495	12%
Level 3	275	595	116%

Outputs:

- Fit-for-purpose qualifications in place and utilised
- Modular Foundation Degrees
- Training Standards



I-r Ken Nicol, Regional Manager NSA Nuclear with Jillian Bundy, Head of Training and Simon Middlemass, Managing Director, Dounreay Site Restoration, signing the Skills Pledge, part of the Sector Compact

## Other key developments:

### Cogent Industry Training Framework

The Cogent Industry Training Framework (CITF) provides a web-based database of qualifications and training and the associated standards right across the Cogent Sector. During the year the framework continued to be populated with courses and qualifications. The CITF provides the benchmark function for employers for skills gap analysis through the Academies' Skills Passports. It is a rich resource and includes Job Role Standards, qualifications, National Occupational Standards (NOS) and Industry Training Standards.

### QCF development

The Qualifications and Credit Framework is the new, more user-friendly framework for recognising and accrediting qualifications.

So far we've been involved in the development of over 50 new qualifications which have been accredited to the QCF. Only qualifications on the QCF are eligible for funding.

#### For learners the QCF will:

- offer more freedom, choice and flexibility
- allow them to build up credits at their own pace and transfer them

#### For learning providers it will:

- enable them to design more flexible programmes
- help them improve retention rates by recognising smaller steps

#### For employers the QCF will:

- help them to measure quickly the level and size of achievements of prospective employees
- enable them to get in-house training recognised

### SHE qualifications development

Working with partners, Cogent has created Safety, Health and Environment (SHE) qualifications which meet the Gold Standard compliance competencies needed for a Process Operator and Process Technician.

Partners included the National Examination Board in Occupational Safety and Health (NEBOSH), employers, the National Skills Academy Process Industries and Skills Academy accredited providers.

The new qualifications are:

- Nebosh Award in Workplace Health and Safety (part Gold Standard)
- Nebosh Award in Safety, Health and Environment for the Process Industries (full Gold Standard)



### National Occupational Standards Development

Cogent continues to work closely with employers to develop high quality and useable National Occupational Standards (NOS) which are the building blocks for vocational qualifications.

2009 has seen a substantial amount of activity and the following NOS and or competency based qualifications have been reviewed to test they are fit-for-purpose or developed from scratch:

- Downstream Operations
- Offshore Surveying
- Safety Case
- Transportation of Petrochemicals By Road
- Nuclear Regulators

The following NOS and competency based qualifications are being reviewed and close to completion:

- Transportation of Radioactive Material
- Jetty Operations

In addition these NOS and competency based qualifications have recently started to be reviewed or developed:

- Packaging
- Polymer
- Sign Making
- Sustainability
- Nuclear Instrumentation

### NOS for a sustainable future

In 2009 Cogent launched a project to create a comprehensive, nationally recognised set of workplace National Occupational Standards (NOS) for sustainable business development. These standards will define the skills and knowledge employees in the Sector need in areas such as energy efficiency and waste reduction and elimination. They will be used to inform and underpin training and qualifications across all industries in the Cogent footprint.

### Training Standards

One of Cogent's key roles is to develop Training Standards, to bring a common approach, particularly where more informal learning takes place. During the year we worked with nuclear employers to develop standards for the benchmarking of training across the Civil Nuclear Industry. The development of these important standards has taken place in consultation with many subject area experts including the Association of Project Management, The UK Asbestos Training Association, ECITB, Health Protection Agency, St John Ambulance and the UK Nuclear Human Performance Forum.

### Training Standards developed to date

Basic Common Induction Standard
Basic Nuclear Industry Behaviours
Principles of Protection against External Radiation
Principles of Protection against Internal Radiation
Foundation in Radiological Protection
Basic Nuclear Industry Behaviours
Industrial Gas Safety Awareness
Industrial Gas Safety Practice
Managing Safely
Working Safely
First Aid at Work
First Aid at Work Requalifier
Working at Height
Ladder Safety
Introduction to Project Management
Foundations in Project Management
Occupational Health & Safety (Engineering Contractors)
Occupational Health & Safety (Engineering Supervisors)
Asbestos Awareness
Practitioner in Project Management
UK Legislation and International Recommendations
Industrial Gas Safety Awareness
Industrial Gas Safety Practice



### 14-19 Diplomas

Cogent has continued to steer the development of the new Engineering Diploma and the Manufacturing and Product Design Diploma. Diplomas are a new qualification for 14-19 year olds which are designed to develop invaluable work related skills. GCSEs and A levels can be studied alongside or as part of this new and flexible qualification.

It also teaches students how to apply maths, English and ICT to real life and to work situations. During the year Cogent also supported Semta in the development of the Science Diploma.

## 2. Cogent Apprenticeships



### Apprenticeships

Apprenticeships provide the vital supply of skilled employees for the future and we are working to ensure sufficient numbers, with the right skills to meet the future Sector needs.

Cogent's work on apprenticeships is reflected in the significant increase in the take-up of sector apprenticeships. Between 2005 and 2009 there has been 48% increase in registrations on the Cogent apprenticeship framework and a 13% increase in registrations across all main apprenticeship frameworks used within the Cogent industries.



In at the deep end – energy skills apprentices learn sea survival

### Apprenticeship Expansion Programme

During the year Cogent engaged with employers and providers to pilot a ground-breaking Learning Skills Council (LSC)\* match funded Apprenticeship Expansion Programme, which has seen 46 additional apprentices being taken on. Employers taking part include Bruner Mond, Tate & Lyle, Total Chem, Innovia, Linecross, RPC Containers Market Rasen, RPC Corby Thermoformin, RPC Containers Rushden, RPC Blow Moulding, Signage Specialists, Hirst Signs, Mitras Composites and Sellafeld Ltd.

### Energy Skills Foundation

Sixteen young people also embarked on the new Energy Skills Foundation Programme at Lowestoft College. This pre-apprentice course is the result of a three year £100k project led by Cogent, ECITB, Skills for Energy and Lowestoft College. The course is training young people in practical engineering skills, as well as health and safety; it also covers the different industries involved in the energy sector with employers involved from the outset.

“Linecross believe that Apprenticeships provide a key part of our future success. The Cogent Apprenticeship Framework provides an ideal and exciting combination of theory and practice which gives the apprentices an excellent start to a highly rewarding career.”

Stuart Fry,  
Managing Director of Linecross

\*Now the Skills Funding Agency (SFA)

### New Route for Radiation Protection

Cogent added a new addition to its portfolio of Apprenticeship Frameworks for the nuclear industry – a new Radiation Protection Pathway. This new pathway provides the missing link in the Apprenticeship in Specialised Process Operations (Nuclear Options). This is also the first Cogent Apprenticeship Framework to include one of the new qualifications designed for the Qualification and Credit Framework (QCF).

### Case Study - Sellafield Ltd

Sellafield Ltd has two sites, one in West Cumbria and one at Capenhurst in Cheshire. At these sites it is carrying out some of the most innovative and complex nuclear decommissioning in the world.

Lesley Bowen, Head of Education, Training & Development at Sellafield Ltd said:

“We are committed to supporting the development of young people in our operational and decommissioning phases through the Cogent Apprenticeship Framework. We also see this as a major opportunity to develop the industry’s future skills base.”

Apprenticeships provide high-quality vocational training and deliver specialist skills in nuclear, but they also establish skills that get people onto a great career ladder. The apprentices also get paid while they learn and once trained, can work anywhere in the world.

“Many people learn better on the job – our apprentices get this chance and make a tremendous contribution. It is vital we and others in the industry invest in skills and training now to ensure the sector is prepared for an exciting future ahead.” added Lesley.

### 3. Future Skills



Cogent’s Future Skills research programme provides the essential intelligence to inform future skills needs. It includes skills reports for each industry to aid long term workforce planning.

#### Outputs:

- Industry State of the Nation Skills Reports
- Industry and Regional Factsheets
- Skills for Emerging Technologies

During 2009 Cogent focused on the nuclear industry and the New Build agenda, critical to the energy supply for the UK. We embarked upon a series of four Nuclear Renaissance reports and launched the first of these Power People at our Showcase event at the House of Commons.

The second report, Next Generation, is focusing on Nuclear New Build. This has required extensive collaboration and the partner organisations have been brought together by the National Skills Academy for Nuclear and Cogent. The research and report production is being project managed by Cogent and is supported by the Office for Nuclear Development.

The next two in the series are Assurance: *Skills for Nuclear Defence* and *Illuminations: Future Skills for Nuclear*.

#### Cogent Skills Oracle

The Cogent Skills Oracle, a unique benchmarking tool, was launched in 2009.

The Oracle is using a barometer sample of 200 companies in the Sector, providing comprehensive coverage across all the Cogent industries and all sizes of organisations. The Skills Oracle is providing primary data on industry skills; this annual survey will generate trend data, valuable in assessing future skills demand. It also provides a skills voice for Cogent employers through a national Skills Oracle Annual Report.

“I would like to extend my thanks to those involved in the development of the survey questionnaire relating to skills. I found the Oracle software user-friendly and easy to complete. The questions were well structured and concise and hopefully the results of the survey will provide sufficient substance for effective lobbying in support of our industry.”

Leighton Davies, Head of HR and Training,  
Murco Milford Haven Refinery

#### 4. Cogent Career Pathways

This is the established reference point for careers in our Sector. The website provides comprehensive information, advice and guidance on career progression, jobs, training and salaries in the Cogent Industries.



##### Outputs:

- Attraction of young people into the Sector
- Web-based careers resource [www.cogent-careers.com](http://www.cogent-careers.com)
- Up-to-date and accurate information on job roles, salaries and qualifications

We continue to enhance our flagship career pathways product, working to develop pathways that reflect the new nuclear Job Contexts, together with video case studies.

Our Industry Leads are involving employers in the further development of new roles, particularly for chemicals and pharmaceuticals.

The next step will be to invite employers to place company profiles, with a view to linking to vacancies.



Cogent's Apprenticeship Manager Ian Lockhart testing students' knowledge of the periodic table at Skills NorthWest

The Cogent Career Pathways site is used by many organisations with a jobs and careers guidance remit, and a recent survey showed that the resource is used by a third of all careers advisors in the UK.



## 5. Cogent Skills Benchmarking

Cogent is setting the standard for skills in the Sector and developing the tools to allow companies to assess their performance.



Outputs:

- Competency-based Gold Standards and Job Contexts led by industry
- Skills Matching and Competency Assessment tools

### The Cogent Gold Standard

During the year Cogent continued to develop and promote the employer-led Gold Standard which takes key job roles in the process industries and defines a framework of training and qualifications to achieve world class performance.

Cogent continues to make excellent progress with over 20 Gold Standards now online. The Gold Standard is a key element in our competence management offer providing the standard for the key roles. We have set out how the competence journey can be made – through full qualifications or through the Academy's Assessment System for Employer Training (ASET).

Desmond Preece MBE, Brecon Pharmaceuticals Systems and Standards Project Manager: "Prospective clients must have confidence to enter a contractual agreement with a service provider for contract packaging of pharmaceuticals and clinical trials. The Gold Standard status is an independent validation that Brecon has the people with relevant skills and knowledge."

### Nuclear Job Contexts

We continued to develop Nuclear Job Contexts covering the key roles across the nuclear industry during the course of the year. As with Gold Standards, Job Contexts set out the competences, qualifications and training standards for each role. Each Job Context consists of a family of 5 job roles at varying levels, fifteen job roles have been developed so far.

Job Context families developed to date are Decommissioning, Radiation Protection, Process Operations and Nuclear Maintenance. Our priorities going forward are Safety Case Specialists; Construction and Project Management.

John Male, Head of Learning, Organisation & Capability Development, AMEC Power and Process Division: "Through its partnering approach with the nuclear sector Cogent has developed world class standards for the industry. These employer endorsed Job Contexts will provide the platform for developing solutions to ensure industry-wide standards meet the needs of the sector."

### Skills Match

This web tool is now complete and will be launched via the Cogent website. The Cogent Skills Match tool allows the user to check their skills against the Gold Standard and Nuclear Job Contexts. There are two routes through the tool: the individual route – where you benchmark your qualifications against industry standard job roles or find the role that best matches your skills; the employer route – where you can compare your company competence profile against the industry standard and find further information about relevant qualifications and training standards.

[www.cogent-skillsmatch.com](http://www.cogent-skillsmatch.com)

# Progression in science and engineering

During the year Cogent's Science and HE function continued to pursue a proactive strategy around the uptake of STEM subjects including work-based progression. In particular, the Government working with Funding Councils, Universities, SSCs and Regional Development Agencies (RSAs) across the UK, has identified the following areas as priorities for further development:

- Non-conventional courses
- Co-funding courses
- FE/HE regional collaboration
- Private sector and in-house training capacity
- Workforce development
- Individual development

Cogent and its partners were successful in securing a £2.9m Higher Education Funding Council for England (HEFCE) bid for the *Working Higher* Foundation Degree programme together with at least a 50% subsidy of the cost of the provision to the sector.

This is a ground-breaking collaborative project between the HEA Physical Sciences Centre, Cogent Sector Skills Council and the University of Hull. The project is developing a Framework for Foundation Degrees in Science and Engineering including a set of generic modules to be used across FDs relevant to the strategic science-based industries. During the year we became part of the North West Higher Level Skills Partnership informing providers of the skills needs across biomedical, advanced manufacturing/engineering and energy and environmental.

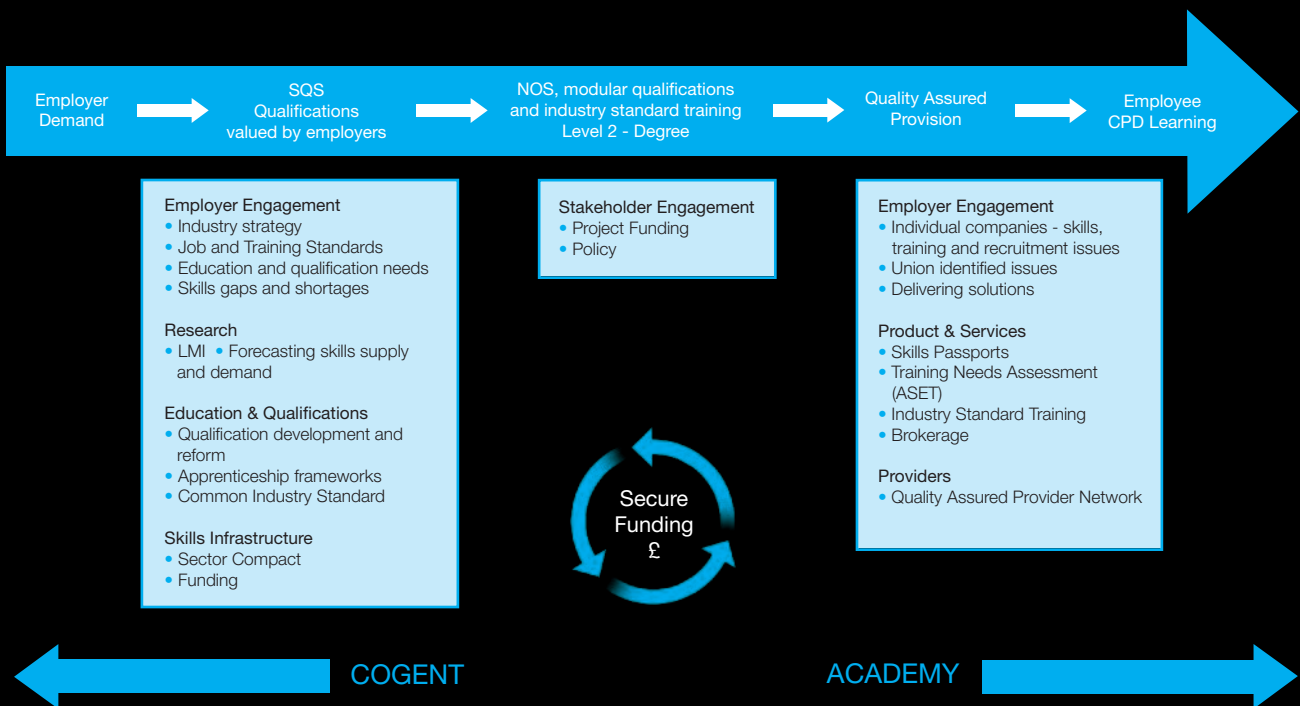
In the North East, we also worked with the NE Higher Level Skills Pathfinder to support the development and pilot of a Higher Level Apprenticeship Scheme for the energy sector. We also took the lead on the HE strand of the SSC STEM Cluster. Cogent became involved with the £20m HEFCE National HE STEM programme, with the potential for project funding to support our work.

# Skills Academies

The Skills Academies in the Cogent footprint are transforming vocational training in the Sector.

The National Skills Academies for Nuclear and Process Industries are giving employers a unique opportunity to shape training as well delivering products that work right across the Sector, ensuring transferable 21st Century skills. Each Skills Academy has developed a bespoke model that reflects the needs of the employers in the Sector. Underpinning all of this are linked networks of accredited providers who provide training and qualifications based on Cogent standards.

Cogent works in close partnership with the Academies developing and quality assuring vocational training:



As this value chain shows, Cogent is developing strategic skills action plans, undertaking research, developing qualifications, setting standards and representing the employer voice. At the other side National Skills Academies undertake regional employer engagement and deliver skills solutions, products and services to meet their needs. A network of accredited training providers has been developed by the Skills Academies to deliver Gold Standards and Job Contexts.

NSA Nuclear has 18 Quality Assured Providers, seven HE Associate Providers and five Employer Nominated Providers; NSA Process Industries has 28 accredited providers with a pipeline of 54. The Skills Academies have regional employer boards in place that meet on a regular basis to address regional issues. Together the Skills Academies have over 100 paying members and over 150 associated members engaged with their skills activities; most of these are the medium/large companies representing a significant percentage of the workforce.

# National Skills Academy for Nuclear Review

2009 has been another challenging and exciting year, which has seen growth in all areas of the Skills Academy; its dedicated team, the Employer Member network and the High Quality Provider network are all going from strength to strength.

The Skills Academy has forged excellent supportive relationships with Cogent, Trades Unions, Government departments, The Nuclear Decommissioning Authority (NDA), the Health and Safety Executive (HSE) and other stakeholders.

## Skills Passport

One of the main priorities has been the development of the Nuclear Skills Passport which is on target for roll out 2010. The Skills Passport will provide all employees and contractors within the nuclear industry, including those from large employers and SMEs, with a physical record of their industry specific training and qualifications that meet the Cogent standards. It is underpinned by the Cogent Nuclear Industry Training Framework, including Job Contexts and Training Standards.

## The Community Apprenticeship scheme

The Community Apprenticeship scheme, funded by the NDA is an essential programme for increasing Apprentices in the Nuclear Supply Chain, by providing a wage subsidy to enable smaller companies to take on additional resource. During 2009, the scheme celebrated 38 new Community Apprentices to the Nuclear Supply chain. This brings the total to 75.

Alan Scott, Nuvia's Department Manager, Decommissioning Projects: "The Apprenticeship Scheme is working well so far and the fact that it's nationally recognised and managed by the National Skills Academy for Nuclear gives us confidence that the route we're taking will work."

ENERGUS,  
flagship delivery centre



## Energy Foresight

Electrical Energy Production and Distribution are the subject of this innovative CD-ROM offered via the National Skills Academy for Nuclear as part of its portfolio of products aimed at supporting the uptake of science and technology skills.

## Award for Nuclear Industry Awareness

Rolled out in 2009, the Award for Nuclear Industry Awareness has been designed with Cogent SSC and industry involvement to provide people who are embarking on a career in the nuclear sector with a foundation level of understanding of the industry. The Award marks a first for the Skills Academy, as it is the first e-Learning package to be developed.

## Engineering Skills Centre

The NDA has contributed £2m to aid with the development of a £7.2m Engineering Skills Centre to further enhance North Highlands College, this will be Northern Scotland's flagship of the Skills Academy. The project is on schedule for the completion of construction by the end of 2010, with the first intake of students scheduled for August 2011.

## Energy Centre

£2.25m LSC funding has been accessed by the Skills Academy for a £7.7m Energy Centre in Somerset. The Energy

Centre will be the Southwest flagship delivery centre for the Skills Academy. The development will provide high quality specialist training facilities in science, engineering and specialist construction to meet industry standards for a skilled, competent and safe nuclear workforce. The facility will be managed and operated by the Southwest Hub (Bridgwater College). The Building is expected to be completed in 2010.

## ENERGUS

ENERGUS is the Northwest Regional flagship delivery centre for the Skills Academy. Reflecting the ethos of the Nuclear Skills Academy, ENERGUS will be a world class centre for the provision of vocational skills excellence, spanning both further and higher education for the nuclear industry. ENERGUS, in Workington, Cumbria was officially opened by Ed Miliband MP, Secretary of State for Energy and Climate Change on the 19th June 2009.

## Bursary Awards

Using funding from the NDA and Serco, the Skills Academy has been able to grant a total of 78 student bursaries over three rounds. The scheme is aimed at attracting a broader mix of new entrants into the nuclear industry and into the wider Science and Technology agenda.

# National Skills Academy

## Process Industries Review



The last twelve months have been a bumpy ride for all sectors of the UK economy, and while training and skills development budgets have been under close scrutiny, it is a testament to the forward thinking approach of process industry sector employers that the majority of them have continued to see the value in investing in their people.

In mid-2009 the Skills Academy launched free individual membership, creating hundreds of skills ambassadors across the country, and a steady stream of employers of all sizes have signed up as academy corporate members, and come forward across all regions to sit on skills boards and network development groups.

### New regions

A push into new geographic regions continues, with the launch of a South East base and some good progress made in the East of England. In Scotland, the Skills Academy is working alongside senior industrialists who are proving valuable allies in the push to help Scottish employers keep pace with the skills agenda. Working in partnership with Cogent, the Skills Academy is on track to establish a definite presence in Wales and Northern Ireland before the end of 2010.

### Products and services

Take up of the Assessment System for Employer Training (ASET), which is designed to enable process industries employers to gain recognition for the content and delivery of in-house training, has been very positive.

Academy experts have helped a number of businesses to go through the process, from the initial assessment of systems and frameworks, right through to mapping actual training against the Cogent Gold Standard job roles. The outcomes have provided employers with a clear focus on learning gaps

in their in-house programmes, allowing them to direct their attention to areas of need and work with academy quality-assured providers to achieve accredited qualifications throughout their workforce.

### Skills Passport

The National Skills Academy Process Industries unique industry-wide Passport system provides an easy to use online record of accredited and non-accredited training and qualifications. It provides an essential demonstration of workforce competence.

Importantly the Skills Passport allows employers to work towards the Cogent SSC Gold Standard for key job roles in the organisation.

It identifies skills gaps against the Standard and directs the user to an Academy Accredited provider and training programme. There is also the ability to manage safety, health and environment compliance through the training alert function.

Steve Westhead, Managing Director of Solutia UK Limited:

“The Academy’s Skills Passport is a tremendous development for the Process Industries. It is the natural successor to paper based personal record schemes or in-house spreadsheets and is underpinned by the national Gold Standard.”



And they're off!  
I-r Phil Jones  
CEO NSA  
Process and  
Chris Horton,  
Academy Chair,  
at the Academy  
York Racecourse  
conference

### National skills conference

Industrialists and providers from across the process industries turned out in force to the first National Skills Conference in Spring 2009. Delegates took part in a packed programme of keynote presentations, workshops and break-out sessions and the extremely positive feedback showed that the Academy's first skills summit was well-received by the industry.

### Provider network

The NSA Process Industries network of quality-accredited training providers continues to grow, with Walsall College in the Midlands being appointed as the Academy's first Centre of Excellence for Polymers in the UK.

Last spring, UK-wide training and development provider PICME became the first commercial provider to have its products and services successfully accredited to Academy standards.

### Employer focus

The Academy's focus remains firmly 'by employers, for employers', and it was delighted to welcome Allan Laing, Chief Executive of £40m specialties and fine chemicals business Pentagon, to the main board. Allan is well placed to reflect employer needs, and joins an experienced board with a good balance of industrialists and stakeholders who understand the practical skills issues involved in running a successful business

One of the most pressing needs of employers is the lack of young people entering the industries, the Skills Academy is part-way through appointing a series of young ambassadors to its five regional skills boards to bring a young perspective to its activities.

### Sector working groups

The work of the pharmaceutical group set up earlier this year and led jointly by Cogent and the Academy, is taking shape and the formation of this group indicates the industry's firm commitment to addressing the unique challenges it faces. The inaugural workshop in June 2009 attracted an audience of 30 of the UK's biggest industry players, all keen to get involved in identifying and addressing skills issues. A similar steering group, this time for the sign making sector, has been established, bringing together representatives from several sign maker trade bodies, plus employers and training providers.

### New industries, new opportunities

With more traditional manufacturing and assembly operations continuing to move to lower cost in the Far East and Central Europe, the key to the future economic success of the process industries centres around skills and innovation – a better skilled, more flexible workforce and the development of innovative new products and processes. Key areas identified for the sector are biotechnology, advanced polymers and composites and better use of energy in the low carbon economy.

Having recently started a strategic review of the training needs of the pharmaceutical industry, the Skills Academy is now focusing attention on biotechnology. It is actively involved in assessing the type of jobs arising within the bio-business environment and crucial training and skills needs associated with these. As this report goes to press, the Skills Academy has been given the green light to create two new hubs for biotechnology and composites. The extension fits perfectly within the Academy's current remit.



# Partnership and promotion

We work in partnership with other Sector Skills Councils, Trade Associations as well as Regional Cluster Organisations to ensure we reach every part of the Sector.

Our invaluable Advisory Councils steer our strategy and help us to develop solutions to meet the long term skills needs of the individual Cogent industries.

## Industry Bodies

We continue to build our Strategic Plans with our industries and during the year a tri-partite agreement was signed with the National Skills Academy for Nuclear and the Nuclear Industry Association (NIA). Cogent, the National Skills Academy Process Industries and the IChemE and the Chemicals Industries Association (CIA) have also signed MOUs to mutually promote skills and workforce development.

## Cross Sector work

Cogent is one of five Sector Skills Councils to make up the Manufacturing Skills Alliance (MSA). The MSA in collaboration with Union Learn and associated Trades Unions has launched an initiative to improve access to quality training and development for manufacturing employers in the UK. Cogent helped to organise an event at the House of Lords to launch the initiative, which was attended by key stakeholders.



Signing up with the CIA, I-r, Steve Elliot, Chief Executive and Joanna Woolf

## Awarding Bodies

Cogent and Awarding Bodies work together to ensure a transparent qualifications system meeting the needs of employers and learners. Awarding bodies support SSC Sector Qualification Strategies, and this often means meeting the specific specialist qualifications needs of the sector. During the year PAA\WQ-SET, the largest UK Specialist Awarding Body offering Vocational Qualifications, held its National Conference *Be QCF Ready!*, at which we demonstrated how Cogent is working with employers to create new qualifications for the QCF.

## Standard for human performance

Cogent is part of a forum to develop training standards and to provide guidance on qualifications for human performance in the nuclear industry.

The Health and Safety Executive has defined “human factors or performance” as the environmental, organisational and job factors and human and individual characteristics which influence behaviour at work.

## Communication

During the year Cogent continued to reach out to a variety of target audiences through coverage in the media, through e-marketing and through its websites, eBulletins and Cogent Focus magazine. We developed and implemented a communications strategy to promote the Sector flexibilities around Train to Funding and created industry-specific reports Skills That Work to demonstrate the impact of our work in each part of the footprint.

We developed a suite of 20 Product Information Sheets which provide a new user-friendly summary of our key offerings to employers.

## Parliament showcase

Cogent and the National Skills Academies for the Process and Nuclear Industries presented their range of products and services at Westminster at an event supported by industrialists from both parts of the Sector. The event attracted over 100 leading industrialists.

Cogent CEO Joanna Woolf: “It’s important to show employers how we work with the Skills Academies in the Group, with Cogent setting the standard, and our partners focusing on specialist delivery.”



Cogent showcase – delegates mingle on the House of Commons Terrace

### Nuclear Skills Awards

March 2009 saw the inaugural UK Nuclear Skills Award Ceremony Dinner held by Cogent and The National Skills Academy for Nuclear. This was a high profile event in Manchester attended by 300 nuclear employers, employees and representatives from the training and education sector. The event provided a unique opportunity for key figures in the nuclear industry to join together to celebrate success in workforce development through a number of key awards.

Keynote speakers at the Nuclear *World Class Skills* conference held during the day ahead of the Nuclear Awards dinner l – r, Jean Llewellyn, CEO NSA Nuclear; David Bonser, Westinghouse; Jim McLaughlin, NDA; Malcolm Wicks former Minister of State for Energy; Mike Graham, Prospect; Joanna Woolf, CEO Cogent.



### Sponsorship of Design Innovation in Plastics

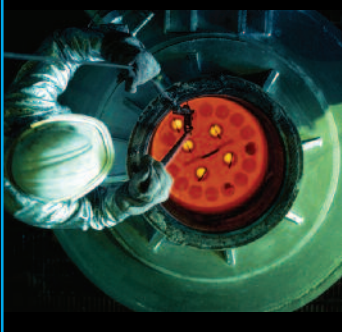
We continued to sponsor the Design Innovation in Plastics competition. Last year product design student James Ravenhall from Northumbria University, picked up a prize of £1000 plus a placement with Bayer MaterialScience in Leverkusen, Germany. The Award, set up in 1985, is the longest-running student plastics design competition in Europe and is co-organised by the Institute of Materials, Minerals and Mining (IOM3) and the Worshipful Company of Horners.

Dig for Victory - flatpack garden tool winner of DiP



### Training Provider Information Days

Cogent held Annual Training Provider Information Days in England, Scotland and Northern Ireland. Providers heard about the latest QCF developments, as well as getting updates on the Apprenticeship Bill, Diploma Development, Modern Apprenticeships and Cogent Gold Standards. The National Skills Academies for Nuclear and Process Industries also made presentations.



# Cogent around the UK

Following relicensing, Cogent undertook a review to examine whether its existing staffing structure was suitable to meet the increased demand for our work within the Devolved Administrations, and also whether it was the most effective way of working with our two National Skills Academies for the Nuclear and Process Industries.

Following this, Cogent decided to increase its staffing capacity within the Devolved Administrations and to work in the English Regions through the network of regional managers and regional boards operated by the National Skills Academies.

Cogent continues to manage a team of UK-wide industry leads who articulate the strategic priorities of each industry and coordinate high-level consultations via the Cogent Industry Advisory Councils.

## England

In May 2009 we were formally relicensed by former Skills Secretary John Denham. The UKCES (Commission for Employment and Skills) conducted a thorough and testing assessment of our performance. We were delighted to be assessed as performing very well in many areas and “good” overall but we recognise the challenge of keeping employers engaged in the skills agenda during the downturn

We continued to roll out our Sector Compact, which, made available £50m of LSC Train to Gain funding for employers in our industries. The uptake in numbers of employees undertaking Cogent related qualifications accelerated in 2009 with the promotion of the Sector Compact. Thus, in the first year, 468 companies and 9366 learners benefited from Train to Gain provision; this is particularly positive considered against a background of the constraints applied to Train to Gain Funding throughout the period of compact activity.

In addition, 17,965 learners enrolled on Cogent related qualifications (levels 1- 4) an increase of 8% over the previous year.

In response to the Government’s Industrial Strategy set out in the New Industry, New Jobs White Paper UKCES invited SSCs to form clusters to develop skills strategies for the emerging technologies/growth areas set out in the White Paper. Cogent led on Life Sciences and Pharmaceuticals and made a major input into Advanced Manufacturing, Low Carbon and Engineering Construction.

## Train to Gain Case Study

Thermotec Plastics Ltd recognised that Business Improvement Techniques (BIT) NVQs would give the company a boost. Neil Wilkinson Regional Manager for the National Skills Academy Process Industries

signedposted Thermotec to Consulting Principles, a local provider of BIT NVQs. The company was able to tap into the LSC's Train to Gain funding to embark upon the programme. Six employees from the shop floor underwent the BIT NVQ level 2 training, including supervisors and operators. Workspace improvements were made, and problem-solving activities tackled "live" quality issues, which are contributing to Thermotec's Continuous Improvement ethic.

The Business Improvement/Productivity and Competitiveness initiative is a Learning and Skills Council funded project run by the Manufacturing Skills Alliance (MSA) of Sector Skills Councils. As well as upskilling Productivity and Competitiveness (PAC) analysts and BIT providers, the project is aimed at encouraging companies in the Alliance footprint to take up BIT NVQs. Cogent has achieved considerable success: 15 PAC analysts with a strong sector bias and 19 sector specific providers have been trained to work with employers. So far 10 companies from the Cogent footprint have been engaged through the PAC process, with several more in the pipeline. PAC is now a National Skills Academy Process Industries product, with a network of PAC analysts and BIT providers to support it.

### Scotland

Cogent worked with the National Skills Academies and Skills Development Scotland (SDS) in exploring the impact of decommissioning on the workforce and to match the skills audits of the SCQF (Scottish Credit & Qualifications Framework) to identify transferable skills to other industries.

The high level technical skills within the nuclear industry are key to many of the priority industries in Scotland and the workforce is well placed to capitalise in the growth of the renewables industry.

As lead in the Manufacturing Skills Alliance of five SSCs in Scotland, Cogent is working with its SSC partners (MSA) to raise the skills levels across the sectors and has developed its first report on improving cross-sectoral skills for the benefit of employers and the Scottish economy.

As an integral part of the wider Chemical Sciences Scotland (CSS) initiative, which is supported by Scottish Enterprise, Cogent is working with industry, providers and stakeholders to review the relevance of qualifications and how to improve workforce development now and in the future.



As an active member of the Alliance of Sector Skills Councils in Scotland, Cogent has supported various activities. We have also met with MSPs to raise their awareness of skills issues within our industries and the importance of the Cogent Sector to the Scottish economy.

### Wales

The Welsh Assembly Government (WAG) launched a pilot European funding strategy, the Sector Priorities Fund and Cogent worked in partnership with the MSA to submit a bid. Cogent is seeking support to roll out the Gold Standard across industry in Wales.

Cogent worked with the Department for Children, Education, Lifelong Learning and Skills (DCELLS) to put together a Wales Action Plan that meets the needs of Cogent and WAG.

DCELLS also launched a study to examine the need for Skills Academies in Wales, Cogent was asked to respond to this, before it is presented to WAG.

Cogent continued discussions with Murco and Chevron in Pembrokeshire together with Pembroke College and the University of Glamorgan to develop a Foundation Degree for Downstream Petroleum.

During the year Cogent worked with the MSA in Wales to develop the Manufacturing Principle Learning for the Welsh Baccalaureate. This is based on the principle learning from the English 14-19 Diploma.

### Northern Ireland

Working in partnership with industry bodies such as the Northern Ireland Polymers Association and the Department for Employment & Learning (DEL), Cogent is developing new qualifications to help the workforce improve their skills for the benefit of both individuals and business.

Cogent also chairs the Manufacturing Skills Alliance in Northern Ireland. The initiative is supported by DEL and aims to help employers improve in areas such as efficiency, output and supply chain management as well as providing individuals with the skills that will last throughout their working life.

A number of key projects are underway to examine the need for new qualifications - particularly in the areas of polymer composite materials and sign making. These are either areas where qualifications don't exist or are not suitable for today's industry. Cogent, supported by DEL, is investigating industry needs and working with the FE sector and Universities to identify qualifications to support the future success of these industries.

In addition to developing the skills needed by industry for the future, Cogent also works with employers and agencies to promote careers in science-based industries. Recently DEL funded a project to create video profiles of Northern Ireland-based employees, which are available on its Careers Pathways web site

[www.cogent-careers.com](http://www.cogent-careers.com).

Tom Crotty CEO INEOS Olefins & Polymers at the CSS Conference 09

# Our people

It takes people with talent, energy, commitment and ideas to deliver on the skills agenda for Cogent SSC. As a small employer we are proud of the contribution our people make to the achieving our objectives. We strive for a culture of transparency and we encourage our people to develop the skills, capacity and motivation that will equip us to shape our future successfully. Cogent has full Investors in People accreditation

The Cogent Executive Team, led by CEO Joanna Woolf, is responsible for formulating the annual budget and plan. To support the organisation in delivering this and going through ongoing change we place emphasis on communication including regular staff briefing days, our extranet and team briefings. Our Chief Executive's Board reports are made available and we work to keep our people up-to-date with what is happening in the external environment.

## Plans for future periods

As this publication goes to press, Cogent finds itself operating against a backdrop of a shifting political landscape; however, it is clear that all political parties are committed to promoting a highly skilled economy and we continue to advance our plans in line with our strategic objectives.

We know that the next decade will be crucial for the Cogent Sector. During this time the industry will see talented people from its workforce retiring. In the same period the Sector will also need an increase in experienced people to address the Government's comprehensive plan to move the UK onto a permanent low carbon footing and to maximise economic opportunities, growth and jobs.

Chemical, pharmaceutical, petroleum and polymer industries need to innovate and harness the application of emerging technologies to drive new developments and stimulate future markets. This in turn will depend on the upskilling of the workforce with suitable standards and qualifications. Nuclear is now firmly part of a low-carbon energy future, and needs world class skills to meet this challenge.

Cogent is developing plans that take into account this challenging back drop. It is clear that Sector Skills Councils must continue to be led and where appropriate re-structured in line with views of the employers they represent and that Government priorities for funding qualifications should be based on market need, and sector priorities.

We will strive to continue to be the authoritative voice of employers on skills, and to fulfil our unique role in undertaking labour market research, standard setting and developing and approving vocational qualifications for funding. Our aim is to maintain a clear focus on our remit, within a lean organisation, that works with partners to secure skills for the science-based industries.

## Cogent Group Boards

### Cogent SSC Board

John Beacham	Chair
David Barber	British Energy Plc
Amarjit Basi	Walsall College
Tony Burke	Unite
Chris Horton	LINPAC Packaging Ltd
Karl Gorge	Cogent SSC
Dai Hudd	Prospect
Ian Hudson	NDA
Chris Hunt	UKPIA
Phil Jones	National Skills Academy
	Process Industries
Chris Lewis	Astra Zeneca
Brian McCann	Clarehill Plastics
John McConnell	Aesica Pharmaceuticals Ltd
George Ritchie	Sembcorp Utilities UK Ltd
Lynne Sampson	Shell UK Ltd
Steve Westhead	Solutia UK Ltd
Joanna Woolf	Cogent SSC
Brian Worrall	Chevron UK Ltd

### National Skills Academy Process Industries Board

Chris Horton	LINPAC Packaging Ltd - Chair
Paul Booth	SABIC UK Petrochemicals
Jenny Clucas	Chemicals Northwest
Gillian Collinson	One NorthEast
Ian Fyfe	INEOS Manufacturing Scotland Ltd
Karl Gorge	Cogent SSC
Mike Holding	Contract Chemicals (Knowsley) Ltd
Chris Hunt	UK Petroleum Industry Association (UKPIA)
Phil Jones	National Skills Academy Process Industries
Allan Laing	Pentagon Speciality Chemicals Ltd
Bill Mortel	Trelleborg Industrial AVS
Jim Mowatt	Unite
Derek Willison-Parry	GSK
Joanna Woolf	Cogent SSC

### National Skills Academy for Nuclear Board

Steve Ball	URENCO UK
David Barber	British Energy - part of EDF Energy
David Bonser	Westinghouse UK
Alan Coley	VT Group
Nigel Couzens	NDA
Nick Cusick	NSAN
Mark Dixon	Babcock Marine
Mike Graham	Prospect
Norman Haste	Laing O'Rourke
Jon Heley	MoD
Jean Llewellyn	NSAN
David McNerney	Sellafield Ltd
Keith Parker	NIA
Philip Parker	Energy Solutions
Paul Renshaw	National Nuclear Laboratory
Mike Saunders	AMEC
Rob Smart	AREVA
Mike Tynan	Westinghouse UK/Springfields Ltd
Mark Watters	Doosan Babcock
Joanna Woolf	Cogent SSC

# Summary Financial Information

## Structure, Governance and Management

### Governing document

Cogent SSC Limited is a company limited by guarantee with charitable status, registered in Scotland with OSCR. It was awarded a five year licence by government on 1 February 2004 to act as sector skills council and it was announced on 11 May 2009 by the skills secretary John Denham that Cogent had been successful in its application for a further trademark licence to operate as a sector skills council with the licence being issued on 1 September 2009. Cogent is governed by its revised Memorandum and Articles of Association to allow for its current governance arrangements. There are currently 13 members, each of whom agrees to contribute £1 in the event of the charity winding up.

### Appointment of trustees

As set out in the Articles of Association, the trustees are appointed by the members through the nominations committee. There are twelve employer nominated trustees (from the industry sectors that Cogent represents), two trade union trustees and up to five others. All trustees are in office for three years, with the option to be re-elected for a further term. The nominations committee is made up of five trustees. It considers the requirement for specialist skills and appropriate regional representation when recommending trustees to the Board.

### Training and induction for trustees

All trustees receive an induction pack on joining the Board which includes the Memorandum and Articles of Association, the Cogent business plan, annual report and market assessment on the sector industries. Training for trustees takes place to brief them on their legal obligations under charity and company law.

### Organisation

The Board of Trustees, which can have up to 19 members, administers the charity. The Board meets quarterly and there are sub-committees covering nominations, finance and audit and remunerations, which meet as and when required. A Chief Executive Officer is appointed by the Board to manage the day to day operations of the charity. To facilitate effective operations, the Chief Executive Officer has delegated authority, within the terms of delegation approved by the trustees, for operational matters including finance and employment.

### Internal control

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. The trustees review the strategic plan and annual budget and approve the same. They consider the financial results on a regular basis including variances from budgets. The audit committee meets at least twice a year under its terms of reference.

### Related parties

The charity has three wholly-owned subsidiaries – Cogent Telford Limited, National Skills Academy for Nuclear Limited (NSAN) and National Skills Academy Process Industries Limited (NSAPI).

### Business review

Cogent SSC Limited (Cogent) is the Sector Skills Council (SSC) for the chemicals, pharmaceuticals, nuclear, oil and gas, petroleum and polymer industries. The results for the year show a pre-tax surplus of £64,000 (2008 £59,000) with total income of £7,864,000 (2008: £7,581,000).

Following the successful relicensing the existing three year contract with the government that was due to expire at the end of December 2009 was replaced with a new strategic funding contract for a period up to 31 March 2013 to allow the charity to continue with its charitable objectives.

### Public benefit requirement

The charity trustees have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Commission.

### Income generation

Cogent's main source of revenue are products and services delivered in the UK, employer contributions, project funding from government and other agencies and a strategic funding contract through to 31 March 2013 with the UK Commission for Employment and Skills.

The main source of income for the two Academies came from grant funding from the Learning and Skills Council (LSC) and Regional Development Agencies (RDAs). These grants topped up contributions received from employers within the Nuclear and Process Industries, leaving the Academies at break even for the year ended 31 December 2009 as expected. By the end of 2010, the Academies aim to be self sustaining, using grants to purely fund development activities or specific projects. Income will be generated through the sale of products and services.

The financial information in this report has been extracted from the annual accounts for which an unqualified audit opinion was issued.

# Consolidated Statement of Financial Activities for the year ended 31 December 2009

Continuing operations	2009 £'000	2009 £'000	2008 £'000	2008 £'000
<b>Incoming resources</b>				
<i>Incoming resources from generated funds:</i>				
Voluntary income	1,678		1,645	
Activities for generating funds	387		523	
Investment income	37		163	
		2,102		2,331
<i>Incoming resources from charitable activities:</i>		5,799		5,413
<b>Total incoming resources</b>		<b>7,901</b>		<b>7,744</b>
<b>Resources expended</b>				
<i>Cost of generating funds:</i>				
Trading: costs of goods and services		4,128		4,204
<i>Cost of charitable activities:</i>				
Occupational standards, education and qualifications		1,089		1,012
Research, policy and engaging with employers		2,574		2,442
Governance costs		46		47
<b>Total resources expended</b>		<b>7,837</b>		<b>7,685</b>
<b>Net incoming resources and net movement in funds</b>		<b>64</b>		<b>59</b>
<b>Reconciliation of funds</b>				
Total funds brought forward		1,207		1,148
<b>Total funds carried forward</b>		<b>1,271</b>		<b>1,207</b>

## Balance sheets as at 31 December 2009

	Group		Company	
	2009 £'000	2008 £'000 restated (note 24)	2009 £'000	2008 £'000
<b>Fixed assets</b>				
Tangible assets	702	587	140	110
Investments	13	13	13	13
	715	600	153	123
<b>Current assets</b>				
Debtors	735	812	283	444
Cash at bank and in hand	4,506	4,275	1,508	1,079
	5,241	5,087	1,791	1,523
<b>Creditors: Amounts falling due</b>				
<b>within one year</b>	(4,258)	(4,182)	(654)	(461)
<b>Net current assets</b>	983	905	1,137	1,062
<b>Total assets less current liabilities</b>	1,698	1,505	1,290	1,185
<b>Creditors: amounts falling due after more than one year</b>	(376)	(277)	-	-
<b>Provisions for liabilities and charges</b>	(51)	(21)	(38)	(21)
<b>Net assets</b>	1,271	1,207	1,252	1,164
<b>Funds</b>				
<b>Unrestricted income funds</b>	1,271	1,207	1,252	1,164
<b>Total funds</b>	1,271	1,207	1,252	1,164

The financial statements were approved by the Board of trustees on 10 June 2010 and were signed on its behalf by:



Trustee

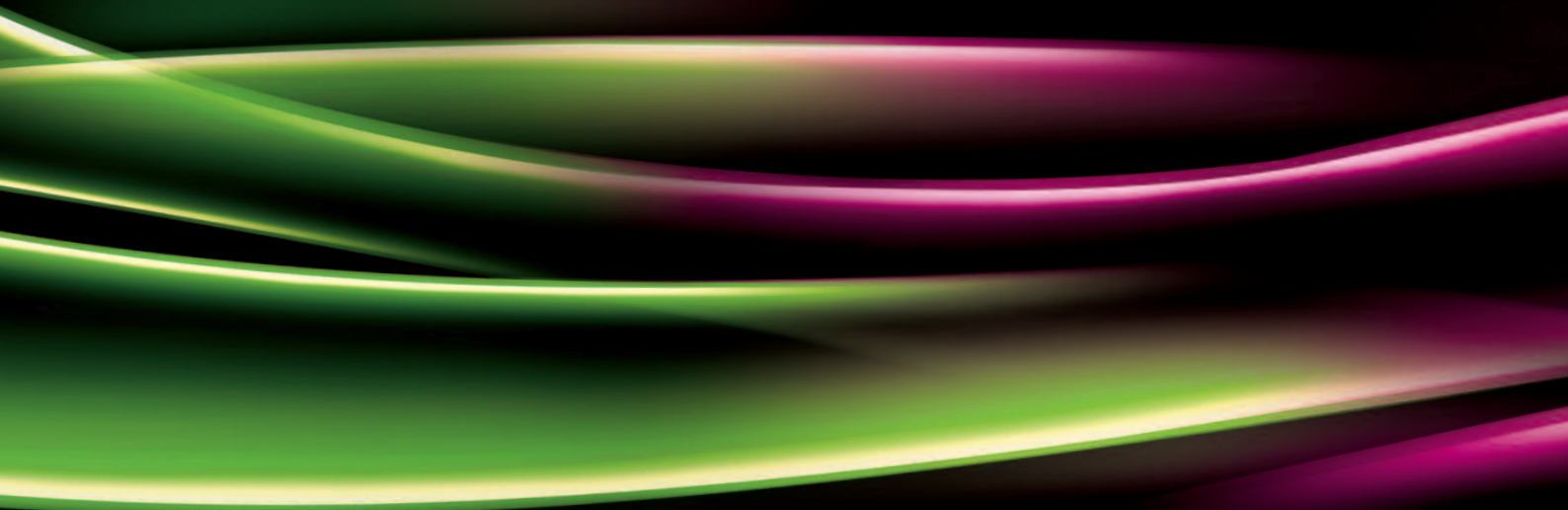
## Consolidated income and expenditure account for the year ended 31 December 2009

Continuing operations	2009 £'000	2008 £'000
<b>Incoming</b>		
Charitable income	5,799	5,413
Non-charitable trading activities income	2,065	2,168
<b>Total income</b>	<b>7,864</b>	<b>7,581</b>
<b>Expenditure</b>		
Charitable expenditure	3,709	3,481
Non-charitable trading activities expenditure	4,128	4,204
<b>Total resources expended</b>	<b>7,837</b>	<b>7,685</b>
Surplus / (deficit) for the financial year before interest and taxation	27	(104)
Interest receivable	37	163
Surplus for the financial year before taxation	64	59
Taxation	-	-
<b>Total funds carried forward</b>	<b>64</b>	<b>59</b>

The group has no recognised gains and losses other than those included in the consolidated income and expenditure account.

There is no difference between the surplus for the year and the historical cost equivalent.

The consolidated income and expenditure account is derived from the Statement of Financial Activities.



The strategic skills alliance for the Science-based Industries

Cogent SSC Ltd.,  
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[www.cogent-ssc.com](http://www.cogent-ssc.com)