

Case Study

Skills and Training Gap Analysis

UK Commission for Employment and Skills (UKCES)



Outcomes and value

Over the course of 2008/09 TBR was engaged by the UKCES to generate key labour market intelligence on three occupational areas not captured by the Sector Skills Council network: Career Guidance, Coaching & Mentoring and Human Resources/Personnel.

Our reports provided the following information:

- How the three occupations have been shaped and what drives future change (demographics, globalisation, technological development and government policy).
- Current skills profiles within the three occupations.
- The range of skills and training provision, across and within UK nations.
- The likely changes required in future skills needs.
- A range of recommended action points to be carried out in support of workforce development in the three occupations.

The report enabled our client to benefit from:

1. Detailed LMI equivalent to the first three stages of a sector skills agreement for three occupational areas: human resources/personnel and coaching and mentoring.
2. A national action plan for SSCs to take forward in developing a qualification strategy.
3. Assessment of current provision, demand and shortcomings in occupational skills and training.

"The final report serves as a valuable and consistent evidence base for the development of future qualifications and training provision. TBR undertook a difficult project against a tight time scale. Lifelong Learning UK became partners in the process when the project was well advanced. Despite this we have felt closely involved in the development of the final report and have enjoyed good relations with individual members of the TBR team. TBR listened to our views and was responsive to our suggestions so that we feel a sense of 'ownership' of the final report."

Lifelong Learning UK

Our solution

Each project involved:

- Generating a detailed perspective of the nature, size and scope of the business sectors and activities within which these occupations can be found.
- A functional analysis to identify the main vocational roles in each occupation including the responsibilities, activities, knowledge, skills and behavior involved in each role and how these link to the qualifications identified in the Skill Supply Assessment.
- A Skill Needs Assessment to identify the size and structure of the occupation, what drives skill demand and the current and future skill needs.
- An assessment of the provision of and demand for education and training across the occupation, participation in education and training and investment in training and skills development.
- A gap analysis to identify key gaps between skills needs and supply and a series of proposed solutions and provisional action plans for market testing.

During delivery, responsibility for the Career Guidance and Coaching and Mentoring footprints were transferred to Lifelong Learning UK and Human Resources and Personnel to the Management Standards Centre.

This project required us to extensively explore and analyse a range of data sources relevant to skills demand and supply, including those from the Labour Force Survey, Annual Business Inquiry, National Employer Skills Survey, Working Futures, HESA and the LSC Individualised Learner Record.



tbr knows... **economics, creative, skills, environment**