

# PROGRESS REPORT

DELIVERING THE FRAMEWORK  
FOR SKILLS FOR THE RAIL INDUSTRY

DECEMBER 2001

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# DELIVERING THE FRAMEWORK FOR SKILLS FOR THE RAIL INDUSTRY

## Introduction

1. This is the first report to Ministers and the Chairman of the Strategic Rail Authority (SRA) on the implementation of the “Framework for Skills for the Rail Industry” published in March 2001 (a copy can be found at [www.dfes.gov.uk/railindustry](http://www.dfes.gov.uk/railindustry)). The report has been prepared on behalf of the Working Group on Skills in the Rail Industry. The membership of the Working Group is at annex 1.
2. The Framework has six strategic themes (supported by 18 specific action points):
  - Overcoming obstacles to recruitment and labour supply
  - Improving training for people in the industry
  - Increasing the number of people gaining nationally recognised qualifications
  - Using the regulatory and franchising arrangements to improve skill levels
  - Ensuring that high quality training and assessment is available
  - Training, development, qualification and external validation of competence for priority occupations a) Trade occupations, b) 1st line/middle management; and c) Graduate and professional staff
3. This progress report covers key aspects of the first three themes. In particular, it focuses on the delivery of skills forecasting, Investors in People, qualifications and structured training. Further reports are planned at six monthly intervals until September 2002.

## The aim of the Framework for Skills

4. The Framework for Skills sets out a broad ranging strategy to help push skills up the agenda of the rail industry. It proposed a programme of action designed to deliver progressive and concerted results over the life of the government's 10 Year Transport Plan.
5. The aim of this first report is to provide the foundations for a more strategic approach to human resource management in the rail industry. The aim is underpinned by setting targets for Investors in People, in other words using the national standard that links the development of people to business objectives. Supporting this are targets to stimulate more quality training, which is structured and externally validated, and complementary targets to help more people in the rail industry get nationally recognised qualifications. The whole industry will benefit from a better qualified and more competent workforce.

- For the longer-term, work has already started to identify and draw up action to address the critical skill shortages which impact upon safety and performance and which potentially could hold back the planned growth of the industry.

## Context

- The rail industry comprises 240 companies concerned with track and signalling infrastructure - installation and maintenance, stations and operating trains. It employs around 130,000 people. The industry has possibly had to manage more change in the last 12 months, than in any period since privatisation. In particular, the major re-railing programme following the Hatfield derailment, and the consequential impact on service and costs, as well as the major change in status of Railtrack have had an impact. Moving skills up the agenda of the rail industry was never going to be easy – that is why, last year, the government proposed joint action with the SRA. The Working Group recognises that to make progress it is necessary to be aware of obstacles, and to find ways to work around them. It is equally important to grasp opportunities.

### The opportunities

The government's 10 Year Transport Plan published last year and the SRA Strategic Plan to be published in the New Year provide the longer-term horizons the industry needs to plan ahead effectively.

The industry also has the two reports from Lord Cullen on railway safety. The development of the skills agenda must be informed by the recommendations.

The Rail Industry Group (RIG) instigated by the Deputy Prime Minister, and led by the Chairman of the SRA, has been helpful in engaging the industry in the skills agenda. RITC Ltd – the National Training Organisation (NTO) for the rail industry has also played an active role. However, the rail sector needs to address its strategy for skills in a more unified way. It is important therefore, that industry leaders are involved in developing effective arrangements for the rail industry in the new network of Sector Skills Councils (SSCs), which will build on the work of the NTOs. The Development Guide for the SSCs is available on [www.ssda.org.uk](http://www.ssda.org.uk)

The Framework for Skills sets out a comprehensive programme of strategic activity. The industry needs to make a substantial investment to make its contribution to carrying the skills agenda forward. The government is investing around £600,000 through the NTO to kick-start action. The SRA is to make available £80,000 to strengthen the project management team.

### The obstacles

Privatisation in the mid-1990s produced an industry that was extremely fragmented. Despite excellent training practice in some rail firms, the consequence for skills across the industry is that people tend not to take an industry-wide view. This leads to approaches that are company focused, short-term, and the minimum necessary, rather than being driven by ambition and proactivity. It is however, slowly being recognised that it is in the interest of every rail company that the industry as a whole takes action to meet skill needs.

## The starting point

- When the Framework for Skills was drawn up there was only very imprecise data for Investors in People, qualifications and structured training. The first important stage therefore has been to assess where skills in the rail industry stand against these measures. It is only from that point that progress can be measured. The detailed baseline figures shown at annex 2 will form the basis for monitoring future progress. Further work is in hand to improve the accuracy of data and to identify and draw up baseline figures for other nationally recognised qualifications and structured training. A progress report will be provided in April 2002.

## The 2001 baselines

The cumulative baseline figures are:

Investors in people		
Companies registered	Companies achieved	% achieved
56	16	7%
NVQs and SVQs		
NVQ/SVQs awarded	People registered for NVQ/SVQs	% achieved
412	2429	0.4%
Modern Apprenticeships		
MA starts	MA Graduates	% achieved
153	Nil	Nil

**Note:** %s are for the target population for each category

## Delivering the Framework for Skills - Achievements

9. Over the last six months a great deal of work has been put into getting the strategy in place. Activity is underway to implement each of the 18 action points set out in the Framework for Skills, (a progress report is at annex 3). Specific achievements over the last six months are:

### Strategic theme – to overcome obstacles to recruitment and labour supply

#### ACTION POINT 2.2

RITC will carry out a full labour market and skills analysis of the industry, update the Sector Workforce Development Plan, taking on board the full human resource implications of the 10 year Transport Plan and the SRA strategic plan.

- i) An **analysis of priority skill needs in the rail industry** was carried out in July by RITC. Over 100 companies participated. The research provided baseline information on the employment structure of the industry and quantified skill shortages by occupation. In particular, it produced data on critical skill shortages in technical occupations at technician, graduate and professional levels. The research shows that for the priority occupations identified by the Rail Industry Group (RIG) the skill shortages are indeed significant. At one end of the spectrum vacancies that are difficult to fill because of skill shortage represent 4% of those employed in 1st line/middle management rising to 29% for electrification. Further details are in the chart at annex 4. A copy of the full report can be found at [www.ritc.org.uk](http://www.ritc.org.uk)
- ii) A **skills forecasting model** is being developed by the Institute of Employment Research at Warwick University for RITC. The model will allow the prediction of skills supply and demand under a variety of macro-economic circumstances. It will form the foundations for human resource planning over the span of the government's 10-year Transport Plan. The first results will be published before by the end of 2001. The projections contained in the forecasting model will help the NTO to develop a robust "Rail Sector Workforce Development Plan". The research will provide authoritative advice to employers, policy makers, education and training providers so that targeted action can be taken to meet current and future skill needs.
- iii) **Targets for the rail industry** have been set by the Working Group for Investors in People, National Vocational Qualifications (NVQs) and Scottish Vocational Qualifications (SVQs); and Modern Apprenticeships. The industry is invited to support them and to actively participate in their achievement.

Specific targets are set out in the section below:

## The targets for skills

10. The rail industry has a low take-up in each of the area for which the Working Group has set targets. Determined and focused action is needed to meet and exceed the performance of the UK as a whole. That is the aim of these targets which have been set for a ten-year period.

## Targets for Investors in People

### Strategic theme – to improve training for people in the industry

#### ACTION POINT 2.1

RITC will investigate the timescale over which all rail companies, and key contractors can register for, and achieve Investors in People, and inform the SRA so that it can be considered as a priority in any skills element to future franchising and regulatory requirements.

11. The Working Group recognises that the rail industry will view the proposed targets as exceedingly challenging. The performance for companies across the economy, however, is that 33% of companies employing over 50 people have achieved Investors in People. Rail companies are mainly of this size or larger. It is therefore realistic for the rail industry to work towards a rapid increase in take-up. The Working Group believes that challenging targets are needed to kick-start a more strategic and structured approach to human resource development across the industry. The recommendations in support of these targets therefore concentrate on focused activity and the leverage of resources to make the targets a reality.

Targets for Investors in People							
Now 2001		In one year 2002		In 3 years 2004		In 10 years 2111	
16	7%	25	10%	80	33%	200	83%

Note: %'s based on 240 rail companies

## Delivering Investors in People

12. The Working Group recommends that RITC carries forward action to:

- Develop an industry focused marketing and implementation strategy for Investors in People
- Draw on the potential of a partnership programme with liP UK Ltd
- Target 40 specific companies in year 1 to achieve the Investors Standard (56 are already registered)
- Target an additional 50 companies each year, for the following four years, to persuade them to register for, and achieve Investors in People
- Seek sponsorship to employ Advisers to market and work with companies to implement Investors in People
- Provide guidance to rail companies on the Investors Standards (working with liP UK Ltd) to help better meet the needs of the rail industry

## Targets for Modern Apprenticeships

13. The take-up of Modern Apprenticeships in the rail industry is exceedingly low.

The DfEE Trainee database in June 2000 showed Modern Apprenticeship starts at 0.1% of the target population in the rail industry compared with 1.9% for the bus and coach industry and 4.7% for road haulage. RITC analysis suggests there are 20,000 people in craft and technician occupations where apprenticeship training would be the norm. The RIG priority is to meet current and future skills needs of trade occupations, drivers, signallers, track layers and signal engineering. Currently Modern Apprenticeships are only available in rail engineering which covers rolling stock, signalling and track installation and maintenance. A Modern Apprenticeship Framework for rail operations, covering driving is under development. In addition, initial work has started to develop a Graduate Modern Apprenticeship. A strategy to provide a comprehensive framework of Modern Apprenticeships needs to be drawn up and a plan to implement them in substantial numbers needs to be put into action as a matter of urgency.

Targets for Rail Engineering Modern Apprenticeships								
Cumulative Targets for	Now 2001		In one year 2002		In 3 years 2004		In 10 years 2111	
	starts	83	>1%	250	1%	750	3%	4,000
completions	nil	nil%	50	>1%	100	>1%	2,000	9%

Note: %s are based on a target population of 22,000

14. In addition to rail specific Modern Apprenticeships, there are 305 starts and 75 completions for other Modern Apprenticeships, mostly in administration, and catering. A full analysis will be carried out and targets included in the next report.

## Delivering Modern Apprenticeships and structured training

15. The Working Group recommends that:

- RITC develops flexible training frameworks for engineering and management to underpin the NVQ/SVQs or equivalents (using the MA model)
- The RIG promotes the development of an industry-wide management training scheme for line managers to be introduced by no later than September 2002 with a target of 150 in the first year of operation and 200 per year thereafter.
- The Association of Train Operating Companies (ATOC) and Railtrack adopt approved schemes for Signallers and Train Drivers based upon the Modern Apprenticeship framework by September 2002. The target is for all new entrants to be taken onto the scheme by September 2004.
- RITC develops approved schemes for other priority trade occupations (track, electrification and signal engineering) based upon the Modern Apprenticeship framework
- RITC and relevant professional institutions develop professional training frameworks for rail specific occupations.
- RITC works with ATOC and Railtrack to explore the feasibility for developing a Centre of Vocational Excellence (CoVE) for the rail industry
- RITC works with Higher Education and industry companies to develop Graduate Apprenticeships linked to railway careers.

## Targets for NVQs and SVQs

Strategic theme – to improve training for people in the industry

### PROPOSAL FOR ACTION 3.1

RITC will draw up a programme of action to improve uptake of NVQs and SVQs based on recent research into the obstacles to take-up, and incorporate the conclusions in the Sector Workforce Development Plan

16. The uptake of the existing portfolio of rail specific NVQs and SVQs accredited in 1999 is disappointing. The performance is close to the levels of other transport sectors, but lower than many other sectors. However, over 2000 people have registered to take the qualifications and there is anecdotal evidence of some companies using the national occupational standards outside the qualifications. These positive trends need to be built upon and improved.
17. The Working Group is of the view that the public would want to see all drivers and signallers qualified to national standards through achieving the appropriate NVQ or SVQ. Railtrack and the train operating companies will need to commit themselves to this strategy quickly if this challenge is to be met. The targets below aim to achieve this progressively, as well achieving substantial uptake of the other non rail-specific NVQ/SVQs, over the next 10 years.

Targets for Rail specific NVQs and SVQs							
Now 2001		In one year 2002		In 3 years 2004		In 10 years 2111	
412	0.4%	1,000	1%	10,000	11%	50,000	56%

**Note:** %s are based on a target population of 89,000 within scope

18. It is also desirable that people working in other parts of the industry achieve equivalent non-rail specific NVQs and SVQs. Proven competent performance should be the aim throughout the industry. Working to national standards would potentially have a positive impact on the quality of service, in areas such as engineering, catering, cleaning and customer service. RITC are working with the awarding body to provide the figures for these qualifications and targets will be included in the next report.

## Delivering NVQs and SVQs

19. The Working Group recommends that:

- RITC develops a model from the current NVQ pilot (Framework for Skills action point 5.4) and markets it vigorously to the rest of the industry
- RITC develops a marketing and implementation plan for nationally recognised qualifications
- Action is taken (the method to be determined) to communicate with Railtrack and ATOC to secure commitment to the specific NVQ/SVQ targets for signallers and drivers

- RITC negotiates partnership deals with the accrediting (QCA and SQA) and awarding bodies (i.e. City and Guilds) in support of this strand of the Framework
- RITC provides information to set targets for other relevant nationally recognised qualifications
- RITC proposes specific action within the implementation plan to extend unit accreditation to full NVQs and SVQs

## Progress in delivering the Framework

20. This report delivers the commitment in the Framework for Skills to report progress to Ministers and the Chairman of the SRA in October. The substance demonstrates that each of the proposals in the Framework for Skills is firmly under development. A good deal has been done to communicate the strategy – presentations have been made to a number of organisations including the Rail Industry Group, the rail trades unions, and the board of RITC. Sir Alastair Morton, Chairman of the SRA, commended the Framework for Skills to over 300 rail practitioners at the very successful RITC Annual Conference in May. The broad analysis and thrust of the strategy has been universally welcomed. There is however, some concern, even scepticism, about how the strategy will be delivered on the ground. That is an issue that the Working Group will address with vigour.
21. There has been a significant investment in putting effective project management arrangements in place. A Project Board has been established and has met three times. Three Project Managers have been appointed to work through RITC. These are being funded by Department for Education and Skills until July 2002. Further project management support is to be funded by the SRA. Action is still in hand to lever additional resources from the industry as their contribution to the strategy. Substantially greater industry support and investment for RITC is essential to the success of the strategy.
22. The Working Group committed itself to deliver on two other items of work. The first was to consult the industry and key stakeholders. It was decided to defer this work so that consultation on the draft targets set out in this report could be included. The second was to develop the marketing and communications strategy. The Project Board has agreed the specifications for these strands, and the work will commence early in 2002. The outcomes will be included in future reports.

## What happens next?

23. A good start has been made – but there is still much to do before there can be complete confidence that the Framework will achieve all its objectives. The Working Group recommends that over the next 6 months:

- SRA and Department for Education and Skills develop and implement a communications strategy to do even more to raise awareness of the Framework for Skills and to promote active participation by the industry and key stakeholders to deliver the strategy
- The Working Group (through SRA and Department for Education and Skills) consults the industry and key stakeholders on the overall strategy, and in particular the targets for skills, and the contribution individual companies can make to achieve them
- SRA and Department for Education and Skills develop and implement an evaluation strategy so that the delivery and impact of the Framework for Skills can be fully assessed
- The RITC carries out further work to set targets for the full range of nationally recognised qualifications (in addition to the NVQs and SVQs), and for structured training and reports its recommendations to the RIG (Framework for Skills – action point 3.1)
- The SRA responds to the draft targets for Investors in People in the context of its franchising and regulatory arrangements (Framework for Skills – action point 2.1)
- The RIG responds to the draft targets for NVQs, SVQs and Modern Apprenticeships (Framework for Skills – action point 3.1 and 1.4)
- The RITC provides information on the outcomes of work on:

The external validation of the standards for the rail industry (Framework for Skills – action point 1.1)

The skills forecasting model (Framework for Skills – action point 2.2)

The provision of training supply in the short-term (Framework for Skills – action point 5.1)

The portfolio of support to companies to raise skills (Framework for Skills – action point 5.3)

The evaluation of the NVQ pilot carried out with the LSC and the Adult Learning Inspectorate (Framework for Skills – action point 5.4)

- The RIG provides information on:

Diversity in human resource strategies for the rail industry (Framework for Skills – action point 1.3)

Regulated occupations, training levy, and voluntary training agreements (Framework for Skills – action points 4.2, 4.3, and 4.4)

- The SRA provides information on the outcomes of work on:

Franchise and regulatory arrangements for skills (Framework for Skills – action point 4.1)

- Department for Education and Skills, SRA and RITC to continue negotiations with the RIG to lever complementary resources from the rail industry to contribute to the delivery of the Framework

DECEMBER 2001

## Annex 1

# THE FRAMEWORK FOR SKILLS FOR THE RAIL INDUSTRY

## Working Group on skills for the rail industry

### Members:

Bob Oliver	<i>National Assembly for Wales</i>
Frank Robertson	<i>Strategic Rail Authority</i>
Garry Mckenna	<i>Northern Ireland Assembly</i>
Mervyn Humphries (Secretary)	<i>Department for Education and Skills (DfES)</i>
Jackie Chappell	<i>Rail Industry Training Council (RITC)</i>
Keith Marshall	<i>Adult Learning Inspectorate</i>
Michael Haizelden	<i>Office of the Rail Regulator</i>
Liz Morrey (Joint Chair)	<i>Department for Education and Skills (DfES)</i>
Nick Newton (Joint Chair)	<i>Strategic Rail Authority (SRA)</i>
Karen Watson	<i>Scottish Executive</i>
Peter Loosley	<i>Department for Transport, Local Government and the Regions (DTLR)</i>
Richard Evans	<i>Railway Safety</i>
Michael Stark	<i>Learning and Skills Council (LSC)</i>
Terry Selby	<i>Health and Safety Executive (HSE)</i>
Michael Rix	<i>Railway Trades Unions</i>

## Annex 2

# FRAMEWORK FOR SKILLS FOR THE RAIL INDUSTRY

## Baseline and performance monitoring

### 1. Investors in People

#### Performance – cumulative

Uptake	Sep 2001		Mar 2002		Sep 2002	
	Employees covered	Companies	Employees covered	Companies	Employees covered	Companies
% registered	36%	16%				
Number registered	49548	39				
% achieved	19%	7%				
Number achieved	24167	16				

*Note: Information source RITC survey June 2001 (109 companies 103,100 employees) and IIP database search on sample of 240 companies and approximately 130,000 employees.*

### 2. NVQs and SVQs

#### Rail Transport Operations Level 2

Date accredited 1999 - Number of people in scope 43,000

#### Performance in the relevant 6 months

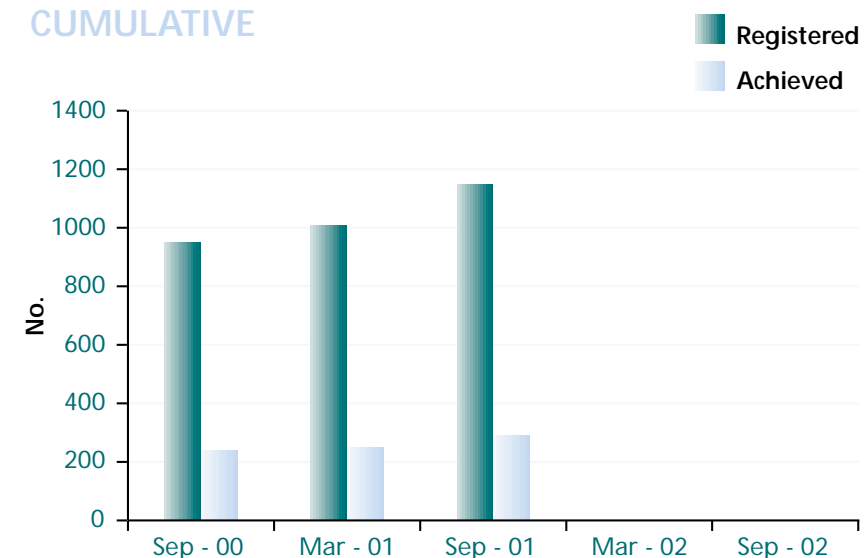
Uptake	Sep 2000	Mar 2001	Sep 2001	Mar 2002	Sep 2002
Registered during period	108	62	154		
Achieved during period	41	19	28		

#### Performance – cumulative from 1996

Uptake	Sep 2000	Mar 2001	Sep 2001	Mar 2002	Sep 2002
Registered	942	1004	1158		
Achieved	246	265	293		

*Note: Figures from City & Guilds Sept 2001 and SQA June 2001*

#### CUMULATIVE



## 2. NVQs and SVQs continued

### Rail Transport Operations Level 3

Date accredited 1998

Number of people in scope 5,000

Performance in the relevant six months

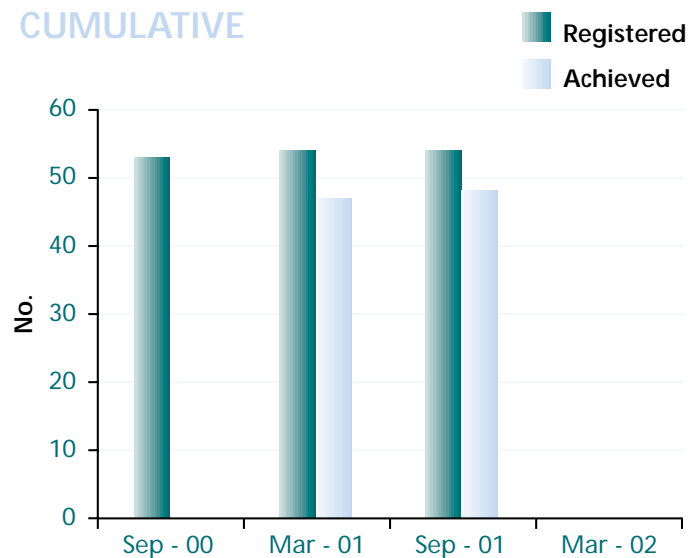
Uptake	Sep 2000	Mar 2001	Sep 2001	Mar 2002
Registered during period	23	1	0	
Achieved during period	0	47	1	

Performance – cumulative from 1996

Uptake	Sep 2000	Mar 2001	Sep 2001	Mar 2002
Registered	53	54	54	
Achieved	0	47	48	

Note: Figures from City & Guilds Sept 2001 and SQA June 2001

#### CUMULATIVE



## 2. NVQs and SVQs continued

### Rail Engineering Maintenance level 2

Date accredited 1999

Number of people in scope 22,000

Performance in relevant six months

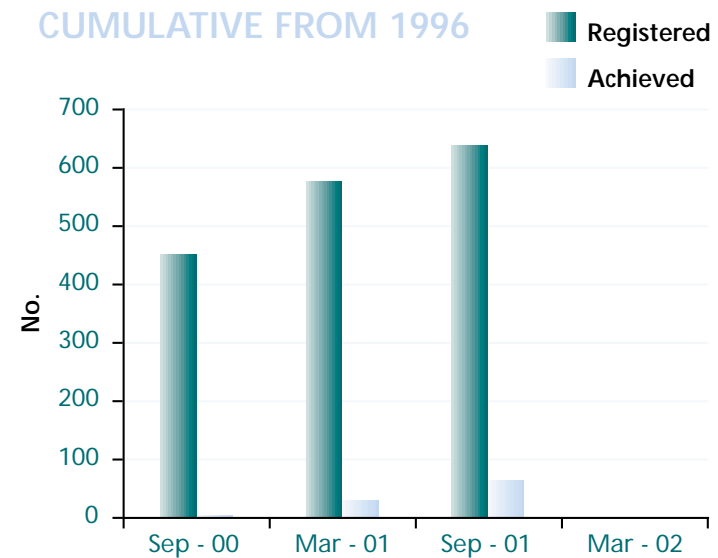
Uptake	Sep 2000	Mar 2001	Sep 2001	Mar 2002
Registered during period	267	125	62	
Achieved during period	0	26	34	

Performance – cumulative from 1996

Uptake	Sep 2000	Mar 2001	Sep 2001	Mar 2002
Registered	450	575	637	
Achieved	3	29	63	

Note 4: Figures from City & Guilds Sept 2001 and SQA June 2001

#### CUMULATIVE FROM 1996



## 2. NVQs and SVQs continued

### Railway Engineering Maintenance level 3

Date accredited 1999

Number of people in scope 12,000

#### Performance in the relevant six months

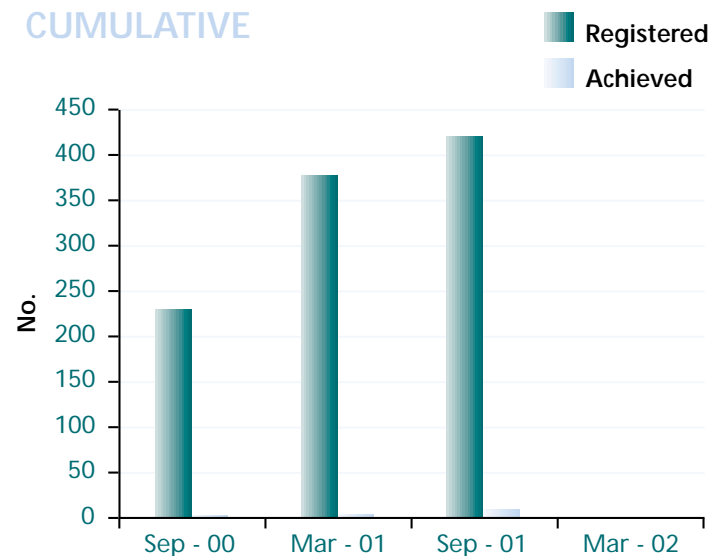
Uptake	Sep 2000	Mar 2001	Sep 2001	Mar 2002
Registered during period	113	147	44	
Achieved during period	1	1	5	

#### Performance – cumulative from 1996

Uptake	Sep 2000	Mar 2001	Sep 2001	Mar 2002
Registered	229	376	420	
Achieved	1	2	7	

**Note 5:** Figures from City & Guilds Sept 2001 and SQA June 2001

#### CUMULATIVE



## 2. NVQs and SVQs continued

### Rail Engineering Renewals and Installation level 2

Date accredited 1999

Number of people in scope 5,000

#### Performance in the relevant six months

Uptake	Sep 2000	Mar 2001	Sep 2001	Mar 2002
Registered	1	0	0	
Achieved	0	0	0	

**Note 5:** Figures from City & Guilds Sept 2001 and SQA June 2001. Scope figure includes overlap with Rail Engineering Maintenance level 2

### Rail Engineering Renewals and Installation level 3

Date accredited 1999

Number of people in scope 2,000

#### Performance in relevant period

Uptake	Sep 2000	Mar 2001	Sep 2001	Mar 2002
Registered	0	0	7	
Achieved	0	0	0	

**Note 5:** Figures from City & Guilds Sept 2001 and SQA June 2001. Scope figure includes overlap with Engineering Maintenance level 3

### 3. Modern Apprenticeships

#### Rail Transport Engineering Modern Apprenticeship

Date approved 1999

Number of people in scope 22,000

##### Performance in the relevant six months

Uptake	Sep 2000	Sep 2001	Sep 2002	Sep 2003
Registered	83	70		
Achieved	0	0		

##### Performance – cumulative from 1999

Uptake	Sep 2000	Sep 2001	Sep 2002	Sep 2003
Registered	83	153		
Achieved	0	0		

#### Non rail Modern Apprenticeship

##### Performance – cumulative from 1999

Uptake	Jun 2001	Sep 2001	Sep 2002	Sep 2003
Registered	284	21		
Achieved	75	*		

\* Information not yet available

### Annex 3

## THE FRAMEWORK FOR SKILLS FOR THE RAIL INDUSTRY

#### Progress report on the action points

#### Strategic theme 1 – To overcome obstacles to recruitment and labour supply

##### ACTION POINT 1.1

External Validation of Assessment Tests

A direct link between psychometric tests that predict trainability and suitability and National Occupational Standards that establish competence has not been established. Further development of the link between National Occupational Standards and training is seen as work producing more immediate results. A review of the external validation of the tests by an independent Occupational Psychologist will be complete by December.

##### ACTION POINT 1.2

Increase the supply of people capable of meeting the aptitude requirements

Methods of preparing people for the aptitude tests that result in greater success for candidates will be subject to independent review by an Occupational Psychologist. Results expected in December 2001.

##### ACTION POINT 1.3

Ensure that the rail industry human resource strategy draws on the talents and abilities of the whole community

Examples of good practice have been identified and further examples are being sought. Discussions have been held with CRE, the Disability Alliance and EOC to obtain a wider perspective. Proposals to pilot particular groups are being developed and will be implemented by June 2002.

## Strategic theme 2 – To increase the number of people gaining nationally recognised qualifications

### ACTION POINT 2.2

Carry out a full labour market and skills analysis of the industry and update the Sector Workforce Development Plan

The final stage of the survey is being progressed. The forecasting model, based on IER's national multi-sectoral employment forecasting model, is being finalised. Draft reports will be available for discussion at the beginning of December 2001.

## Strategic theme 4 – To employ the regulatory and franchising arrangements to improve skill levels

### ACTION POINT 4.1

How each company should set out its human resource strategy, and how targets for skills should be included in bids to become franchise holders

The proposal is for a license requirement to be introduced under provisions of the Transport Act 2000, which would require companies to have a HR Strategy and require SRA to publish a Code of Practice. The possible basis for the Code of Practice has been identified in a document developed by HSE in conjunction with the rail industry.

### ACTION POINT 4.2

Extending regulation to broad occupational competence by establishing Regulated Occupations

Proposals are being developed for train drivers and signallers to be licensed in accordance with the Cullen recommendations and for infrastructure maintenance and installation to be managed by contract terms in the supply chain. Each would require satisfying requirements for training, qualification and maintaining competence.

### ACTION POINT 4.3

Consideration of a voluntary training levy to improve skills

Early consultation with the industry does not support a voluntary levy. The lack of knowledge of the scope of such a scheme and how it would work made some people cautious on giving a final view. Options are to be developed and further consultation held before final recommendations are made.

### ACTION POINT 4.4

Consult companies on a voluntary training agreement

There is some support for this proposal but considerable opposition as well. There does not appear to be industry wide agreement on this issue. This Action Point will be considered during drafting of the proposed Code of Practice for 4.1 above.

## Strategic theme 5 – To ensure high quality training and assessment

### ACTION POINT 5.1

Draw up and implement an action plan based on recent research and assess the provision needed to meet the targets specified in 4.1

Initial targets for structured training, attainment of IIP and improving the take up of qualifications have been formulated. The proposals are for discussion within the industry. The resource implications are being determined.

## ACTION POINT 5.2

Assess the changes needed in training provision to meet rising targets for nationally recognised qualifications over the next three years, and in the life of the 10 Year Transport Plan

Targets for structured training and improving the take up of qualifications have been formulated. The proposals are for discussion within the industry. The resource implications are being determined.

## ACTION POINT 5.3

Draw up a portfolio of potential support available and communicate it to the industry

Development is in progress and initial drafts are expected in January 2002.

## ACTION POINT 5.4

Evaluate the NVQ pilot and draw up recommendations for improving assessment, identifying measures needed to provide training to bring candidates up to the full NVQ standard and communicate the findings to the industry

The project is progressing well and approximately 250 people are expected to achieve an NVQ within 3 months. Evaluation will take place in December and January.

## Strategic theme 6 – To improve training, development, qualifications and the external validation of competence for priority occupations

### ACTION POINT 6.1

Secure industry – wide support for developing and implementing appropriate training and certification of trade occupations

Deficiencies in communication and teamwork have been identified as significant factors in a number of safety related incidents. Proposals are to be developed to present key and basic skills in ways that relate to the work environment.

### ACTION POINT 6.2

The development of targeted training programmes and appropriate qualifications for first-line and middle managers

The level of management training taking place varies between companies. There is interest in the provision of frameworks that outline the recommended training and development for managers working in different areas of the industry. Proposals for identifying and formulating such development programmes are to be developed in partnership with awarding bodies and professional institutions.

### ACTION POINT 6.3

Establish training needs for graduates and professionally qualified staff and explore the feasibility of establishing an industry-wide graduate development scheme

The pattern of graduate and professionally qualified staff training taking place varies between companies. There is an interest in the provision of training frameworks that outline the recommended training and development for graduates and managers working in different areas of the industry. Proposals for identifying and formulating such development programmes are to be developed in partnership with professional institutions.

## Annex 4

# THE FRAMEWORK FOR SKILLS FOR THE RAIL INDUSTRY

### Analysis of skill shortages by priority skill areas

Occupational group	Occupation	Population	No of skill shortages	%
<b>Trade occupations</b>	Train driving	19000	855	4.5%
	Signal Operation (and Control)	6500	795	12.3%
	Electrification	1800	522	29%
	Track laying and maintenance	10000	1200	12%
	Signal engineering	9000	720	8%
<b>1st line/middle management</b>		18650	755	4%
<b>Graduate and professional staff</b>		20000	1638	8%
<b>Other occupations</b>		45050		
<b>TOTALS</b>		130,000		

Copies of the working papers underpinning this report are on [www.ritc.org.uk](http://www.ritc.org.uk)