

# The National Skills Academy



## RAIL



Professionalising Transport  
Workforce

[www.nsar.co.uk](http://www.nsar.co.uk)

Photo © RSSB/RRUK



People and skills are at the heart of a country's economic prosperity. For UK this relates directly to how many of its people are in work and how productive they are, which in turn rests on the skills they have and how effectively those skills are used. Available evidence firmly establishes that a combination of good education with good quality training empowers people to develop their full capacities, raises productivity and wages, boosts future innovation and development and encourages investment.

According to UKCES, companies that have higher skills in their workforce are 2.5 times more likely to survive than companies that do not train and enjoy higher returns. Failure to address the skills shortage is estimated to cost the rail sector almost £700m a year by 2024, while the cost to the economy could be over £1 billion.

The rail sector faces skills shortages needing 10,000 new entrants in the next 5 years with many at the Higher Apprenticeship level.

A strong collective response is needed but this will require coordination and support, which is where NSAR can add real value to its members and the industry at large.

# ABOUT NSAR

**The National Skills Academy for Rail is an organisation established to enable the sector to deliver a modern and efficient, world class railway through the development of a highly skilled and productive workforce.**

Promoting the sector as an industry with careers to be proud of; at NSAR we coordinate industry efforts in attracting and promoting new talent to enable the sector to be competitively positioned with other industries. In collaboration with our members, universities, colleges and training providers, we facilitate a modern qualification framework and apprentice programme that will increase competency across the sector.

We support training & assessment providers and ensure the quality of training provision is of a high standard.

Through knowledge and intelligence we help the rail sector & our members make informed decisions and target investment in resource planning. Our brokerage role enables the industry to increase its competitiveness through matching skills and workforce demand to training and education supply for both up-skilling and apprentices, thus

enabling rail companies to deliver a more efficient railway; having the right people at the right time in the right place.

Our credibility within the industry, our unique resource and knowledge, enables us to provide specific support to individual companies who seek to meet their skills needs.

In a rapidly changing skills landscape we act as a coordinated powerful voice, on behalf of the sector, to influence government policy and planning safeguarding rail sectors interest.

NSAR is trusted by the rail industry to provide workable solutions for the provision of skills needed for the increasing demands of a modern railway. We develop people to excel every day, challenging the status quo and inspiring a change in the way skills and competences are delivered.

We will work with you to identify your skills gap, help you with resource planning and guide you on how to get funding for training.

We collaborate with employers to create and standardise course curriculum, develop training facilities and training plans, assess and assure the quality of training provision so you can be confident of a ready supply of trained and competent people.



# Rail Sector Skills



- |                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                  |                                                                                                                                                                                                 |                                                                                                                                                                                     |                                                                                                                                                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Training &amp; Assurance</b></p> <ul style="list-style-type: none"> <li>World class quality assurance</li> <li>Fit for purpose trainers and assessors capability</li> <li>Optimisation of sectoral training provision</li> </ul> | <p><b>Standards &amp; Qualifications</b></p> <ul style="list-style-type: none"> <li>Develop sectoral apprenticeships strategy</li> <li>Develop common modern curriculum</li> <li>Focus on new technologies and management development</li> </ul> | <p><b>Recruitment &amp; Retention</b></p> <ul style="list-style-type: none"> <li>Develop sectoral career path</li> <li>Upskilling workforce</li> <li>Setup a sectoral clearing house</li> </ul> | <p><b>Promotion &amp; Attraction</b></p> <ul style="list-style-type: none"> <li>Positive industry image</li> <li>Provide Regional engagement</li> <li>Increase diversity</li> </ul> | <p><b>Intelligence</b></p> <ul style="list-style-type: none"> <li>Develop strategic forecasting tools</li> <li>Agree KPIs for progress</li> </ul> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|

© 2016 illustration by WillBaxter.com for NSAR

# Is Delivery Plan

ified Priorities  
Delivery



Right  
People

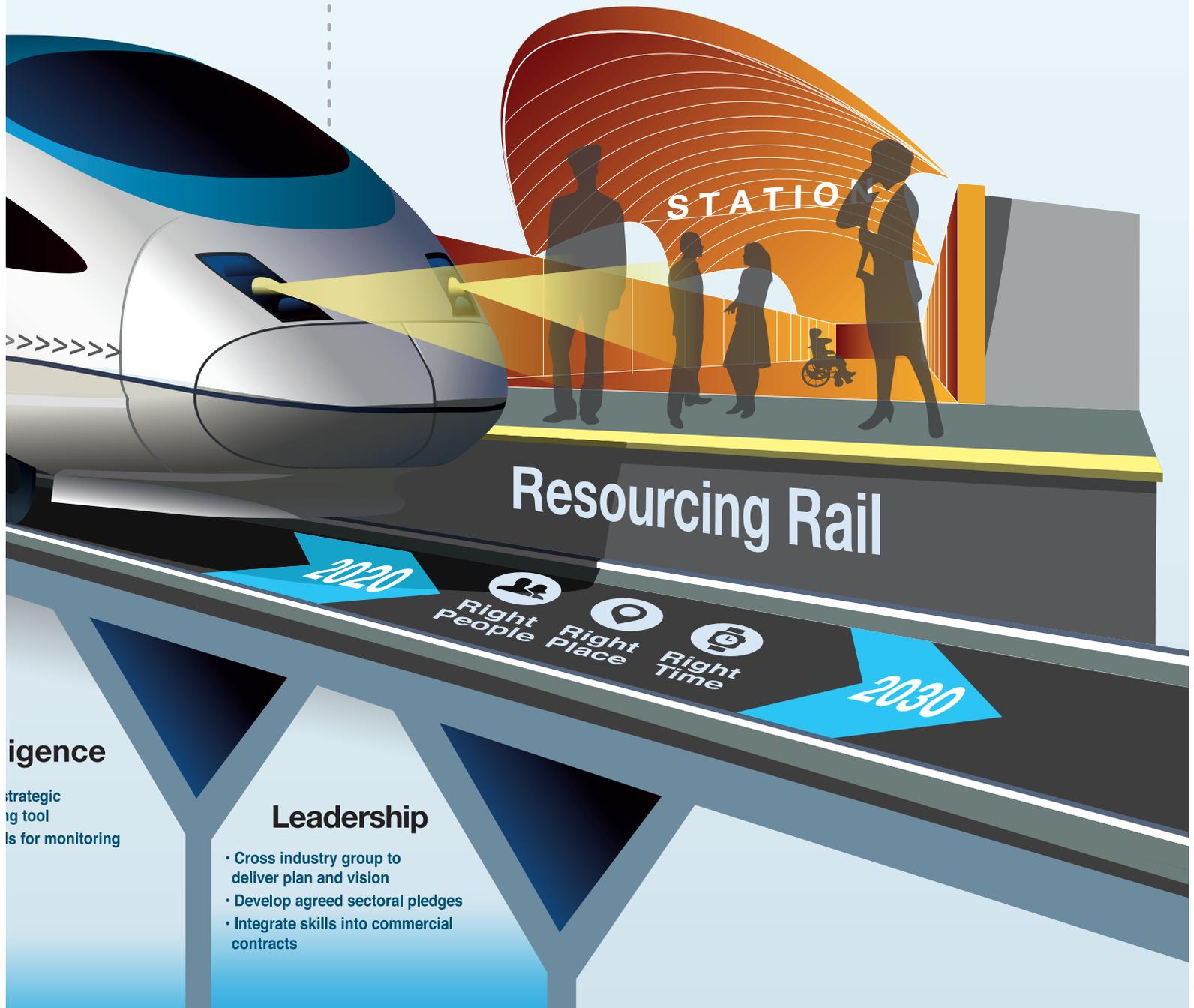


Right  
Place



Right  
Time

Resourcing  
Rail



igence

strategic  
ing tool  
ls for monitoring

## Leadership

- Cross industry group to deliver plan and vision
- Develop agreed sectoral pledges
- Integrate skills into commercial contracts



## NSAR Member Benefits

We work collaboratively with the industry and key stakeholders to provide impartial advice to help you make more informed decisions, reduce costs, build a more effective training organisation, as well as work with you to develop appropriate strategies to future proof your workforce.

NSAR is represented on a number of high profile industry strategic forums including the Strategic Transport Apprenticeship Taskforce (STAT) Board, the Rail Passenger Service Board and the Rail Delivery Group (RDG) Board. Key benefits of NSAR membership include:

- **Advocacy**  
Supporting employers through strong advocacy and promotion on the importance of skills and the impact of a highly skilled workforce on reducing operating costs, raising productivity and increasing ROI.
- **Skills Forecasting**  
Providing employers and the training community with up to date intelligence on the future skills requirements for the rail sector and supporting employers in their workforce planning and training providers, colleges and universities to plan courses and curriculum.
- **Apprenticeships & Skills** – Ensuring that Apprenticeship standards are of a high quality, that they deliver the skills, knowledge and behaviours that employers need. Providing advice and support to employers of all sizes to understand and how to best access and recover their Apprenticeship Levy.
- **Quality Assurance**  
Ensuring on behalf of the sector that training is being delivered by appropriately qualified practitioners is compliant with rail standards and employer needs.
- **National Training Network**  
Supporting employers through the establishment of a national network for rail specific training consisting of FE Colleges, Universities, Specialist Technical Academies and Training Providers.



## Strategic Workforce Planning

- Skills gap analysis
- Sector and company focus
- Skill sets forecasting
- Diversity targeting

## Apprenticeship Service

- Levy calculator
- How to access funding
- Managed Apprenticeship Service
- Standards and Assessment Plans
- Support to training providers in preparation of Ofsted Inspection

## Placement Service

- Placement service for apprentices, graduates, work placements and employees seeking redeployment
- Pre-screening of candidates
- Promote and retain talent

## Bid Support

- Assistance with bid writing
- Review of bid documents prior to submission

## Quality Assurance

- Directory of quality assured training provider
- Hands on Quality Assurance of training provision through visit and observation programmes
- EQA service for rail apprenticeships

## Training facilities and academies

- Business feasibility studies
- Development of Curricula
- Quality Assurance visits and approval

## Tailor Made Value Proposition for each Customer

We can tailor these attributes with the required range of services (single or integrated) to maximise value for your business

# Services provided to members



## Supporting the Sector on Skills

NSAR occupies a unique position sitting between the key stakeholder groups, employers, academia and training providers in the sector having strong links to each.

NSAR also enjoys a high level of trust within government enabling us to represent the sector, influence the development of skills policy on behalf of the industry.

We also conduct and publish research into the impact of skills on productivity and costs as well as adoption of technology.

## Strategic Workforce Planning

Strategic workforce planning (SWP) is a critical activity for any organisation looking for sustainability in an ever-changing economy. Often professionals struggle to distinguish between resource planning and SWP which is more than just numbers, but the integration of human resource planning via the alignment of skills requirements, roles and people . Addressing the question on what resources are needed, when they are needed, and how best to attain these e.g. apprenticeships, recruitment, upskilling or a combination of all in order to meet company objectives.

The industry is set to go through a major period of change in the coming years requiring a transition of skills from those needed for today's railway to those for the future railway. Managing this transition process is a key task for organisation and one that NSAR is best placed to support you on.

### Services include:

- *Skills gap analysis*
- *Sector, geographic and company focus*
- *Forecasting by skill sets*
- *Diversity targeting*



## Development of Apprenticeship Standards and Assessment Plans

The Government has introduced new Apprenticeship Standards to replace Apprenticeship Frameworks. The changes put the onus on employers to develop the new Standards, end point assessment plans and delivery models.

NSAR is supporting respective employer groups with Rail Engineering, Infrastructure Operations and Network Operations in the development of new Apprenticeship Standards. This will progress from Operative to Master Degree to make Rail Apprenticeships more flexible and focussed to address future business needs and embrace the scale of technological and operational change faced by the industry.

NSAR supports members with the opportunity to collaborate and influence the development of apprenticeship standards

to ensure they meet employer needs in the development of Apprenticeships through:

- Project management and delivery
- Facilitating and hosting workshops with employers, training providers and awarding organisations
- Consultation on proposals for new standards, end point assessment proposals and delivery mechanisms
- Creating a National Training Partnership of quality learning provision to deliver the new standards
- Facilitating the development of end point assessment and assessor resources
- Delivery of External Quality Assurance for rail related Apprenticeships
- Guidance on preparing for an Ofsted inspection



# Services provided to members



## Apprenticeship Service

The Apprenticeship levy affects all organisations both large and small. We will explain what this means to you, the financial implications and how to implement the levy scheme within your business.

For those business is that wish to recruit apprentices but don't have the necessary resources we provide an end-to-end managed service.

Training providers registered on the RoATP will be subject to OFSTED inspection. NSAR will explain to providers what this means for them and support and guide them through the process.

### Services include:

- *Levy calculator*
- *How to access and optimise funding*
- *Upskilling of your existing workforce*
- *Internal reporting and tracking of progress*
- *Managed Apprenticeship Service*
- *Internal reporting and tracking of progress*



## Placement Service

We make the task of taking on an apprentice simple and easy. We provide an end to end managed recruitment and training service by pooling demand and brokering collaboration between employers to share investment and reduce costs. This service is free to SME businesses.

This will appeal to employers who can only engage a very limited number of apprentices as we can pool the candidates across a number of employers to create a viable cohort that makes commercial sense.

### Services include:

- *Placement service for apprentices, graduates work placements redeployment*
- *Pre-screening of candidates*
- *New entrant career role and route mapping*
- *National network of assured training provision*



## Quality Assurance

Our QA team is dedicated and passionate about ensuring that high quality, cost effective training and assessment is available and being delivered to meet the needs of the industry. We make sure that training and assessment provision is to the standards demanded by the industry and take action where providers are failing so that the employer are assured of the quality of training provision their staff are receiving.

The benefits of better trained staff are higher productivity, increased revenue, improved customer satisfaction, greater retention of workers and enhanced company reputation.

### Services include:

- *Provision and maintenance of an online directory of NSAR quality assured training providers*
- *Effective NSAR accreditation and directory of national assured training and assessment providers*
- *Standardised rating of training provision addressing leadership & management, compliance with industry standards, qualifications of trainers, suitability of facilities, welfare of learners and learner outcomes*
- *Quality Assurance of trainer and assessor CPD*



## Bid Support

ITT documents are becoming prescriptive around responses to the skills and development of people. For those 'must win' bids it is worth bringing in expert and objective consultancy to challenge your thinking, help you develop the winning strategy or simply review what your bid team have written.

### Services include:

- *Assistance with bid writing*
- *Advice on matching bid responses to ITT requirements*
- *Review of bid documents prior to submission*





## International

UK skills are highly sought overseas and being increasingly seen by Government as an important component in the UK's export strategy. NSAR is at the vanguard of this in providing expert advice and support to UK based members bidding for international rail contracts and helping government and private sector bodies in other countries develop their skills and human capital development strategies.

### Services include:

- *Provide advice on development of skills programmes*
- *Development of training academies*
- *Curriculum development*
- *Training plans*
- *QA services*



## Training facilities and academies

NSAR's National Network supports professional development and training throughout the UK. This includes Network Rail, Transport for London, National College for High Speed Rail, private providers, specialist centres e.g National Training Academy for Rail, FE Colleges and Universities. The network ensures there is access to quality professional development and training throughout the UK.

As part of the network, you are aligning your organisation with other like-minded organisations across the country, offering the best in the field of education and training specifically tailored to rail.

NSAR supports the network members by representing their interests, promoting their achievements and connecting them with opportunities for even greater success.

Undertaking feasibility studies to help employers determine if they have a business case to build a training facility. Providing advice on layout, facilities and development of curriculum.

### Services include:

- *Business feasibility studies*
- *Development of national network of Centres of Excellence*
- *Curriculum development*
- *Delivery model and methods of assessment*



## Networking and Industry Workshops

We know that our members really value being at the forefront of the skills agenda; workshops, advisory and employer groups, supported by white papers, will provide regular opportunities to learn from other organisations how challenges have been identified and overcome.

Smaller organisations will benefit from being able to access industry leaders who can provide professional specialist input as and when required. It is knowing who to talk to when problems occur that makes finding solutions to challenges easier.

NSAR's programme of regular networking and industry workshops provide the perfect opportunity for organisations to debate, share knowledge and develop solutions to common issues and challenges in a non-competitive environment.

## Supporting employers & assured providers

SkillsID is an online Competency Management System which helps organisations assess, manage, align and train its workforce for greater efficiency, performance and workforce satisfaction.

SkillsID enables employers to build competency frameworks for individual job roles also ensures that your employee training records are secure, transparent and accessible 24/7.

**“Government has set an ambition to create 30,000 new rail and road apprenticeships by 2020.**

**To do this we need to change how a career in transport and apprenticeships in particular are perceived. It is a huge, but exciting challenge – and one which promises a high level of reward.”**

*Transport Infrastructure Skills Strategy Report – January 2016*



## Become an NSAR member

With over 360 members organisations, NSAR membership gives you access to a unique network of professional support, expertise and opportunity.

We also work in partnership with numerous professional bodies as well as transportation and skills organisations across the nationally and internationally.

This combination means whether you are involved with infrastructure, train operations, rolling stock, training or part of the rail supply chain, NSAR can help you navigate, contribute and stay abreast of developments within the rail industry.

NSAR membership is eligible to employers that are limited companies or partnerships, training and skills organisations (private providers, in-company training providers), FE Colleges

and Universities registered and trading in the UK.

To become a NSAR member simply complete and submit an application form that can be found at:

**W: [www.nsar.co.uk](http://www.nsar.co.uk)**

If you have any questions about NSAR Membership please contact:

**E: [membership@nsar.co.uk](mailto:membership@nsar.co.uk)**

**T: 0203 021 0575**



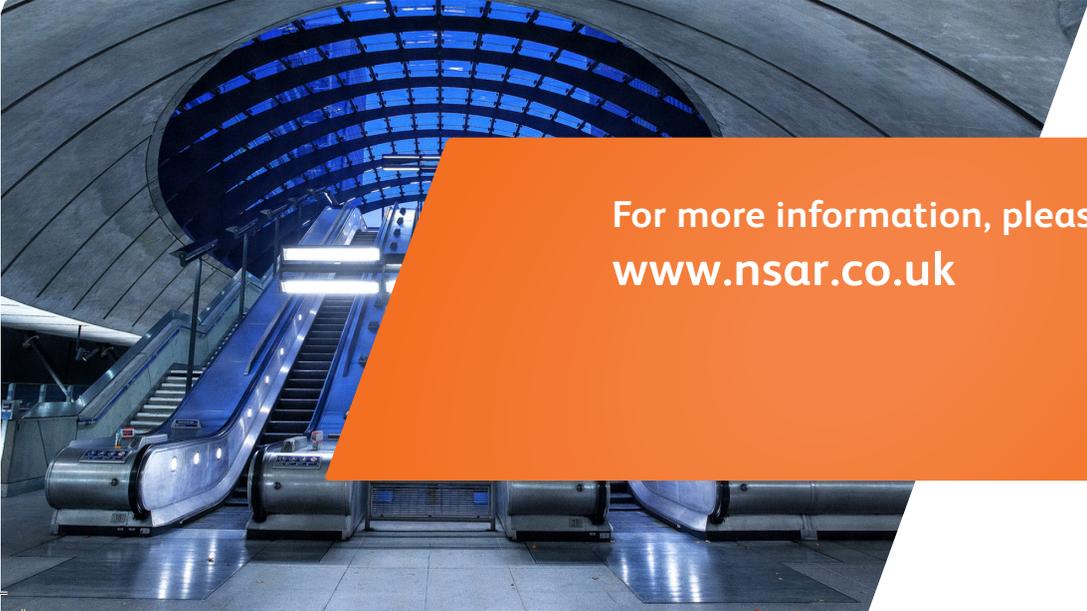
# The National Skills Academy



**RAIL**



Scan the QR code to go  
to [www.nsar.co.uk](http://www.nsar.co.uk)



For more information, please visit  
[www.nsar.co.uk](http://www.nsar.co.uk)

NSAR is trusted by the rail industry to provide workable solutions for the provision of skills needed for the increasing demands of modern rail. We can help you identify your skills gap, help you with resource planning and guide you on how to get funding for training. We develop and standardise course curriculum, develop your training plans, assess and accredit the quality of training provision so you can be assured of a ready supply of trained and competent people.

NSAR Ltd

11 Carteret Street  
London, SW1H 9DJ

[enquiries@nsar.co.uk](mailto:enquiries@nsar.co.uk)  
0203 021 0575

The National  
**Skills** Academy   
**RAIL**