

THE SKILLS

AND CONSULTANCY

CATALOGUE

Supporting your business with access to
funded training and consultancy



THE SKILLS CATALOGUE

Discover how we can help you to thrive with our bespoke Specialist Skills Support Programme.

Welcome to our catalogue of training and consultancy support.

The courses and consultancy packages listed within this brochure are delivered in partnership with our expertly recruited specialist skills providers, and are available to businesses in York or North Yorkshire.

From bespoke business consultancy support, to specific industry certifications, our varied course catalogue should provide your business and employees with the tools needed to succeed.

And, you can receive **full funding** towards our consultancy course, and a grant of 40% towards the NET cost of our workforce development training courses.

If you're interested in undertaking any training, enlisting our specialist consultancy services, or simply have further questions, please contact us via:

SkillsSupport@Calderdale.ac.uk

OUR SUPPORT CAN HELP YOUR BUSINESS TO THRIVE

IS YOUR BUSINESS ELIGIBLE?

To be eligible for the Specialist Skills Support Programme you must:

Have a business premises in York or North Yorkshire



Craven, Harrogate, Hambleton, Richmondshire, Ryedale, Scarborough, Selby, York (with activity being delivered in York or North Yorkshire)

Be an SME

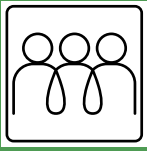


Employ fewer than 250 full time equivalent staff and have either a turnover of less than €50 million, or a balance sheet of less than €43 million

Be 16+




Participants must be aged 16 or over, and have the legal right to live and work in the UK






CATALOGUE CONTENTS

TRAINING PACKAGES

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CONSULTANCY SUPPORT

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WORKFORCE DEVELOPMENT

Receive a grant of 40% of the NET cost of your training requirements.
Get in touch today to find out more.

Title of skills training or consultancy support	Provider	Support description	Delivery options	Duration of support	Cost (Excl. VAT)
Level 2 Award in Food Safety for Manufacturing	Pure Training Solutions Limited	Level 2 Award in Food Safety for Manufacturing	1. Face to face in centre or workplace 2. Blended face to face and online	7 hours	£75
Level 2 Award in Food Safety for Catering	Pure Training Solutions Limited	Level 2 Award in Food Safety for Catering	1. Face to face in centre or workplace 2. Blended face to face and online	7 hours	£75
Level 2 in Award in Health and Safety Within the Workplace	Pure Training Solutions Limited	Level 2 award in health and safety within the workplace.	1. Face to face in centre or workplace 2. Blended face to face and online	7 hours	£75
Level 2 Award in Understanding HACCP	Pure Training Solutions Limited	Level 2 Award in Understanding HACCP	1. Face to face in centre or workplace 2. Blended face to face and online	7 hours	£75
Level 2 Award in Understanding HACCP for the Meat Industry	Pure Training Solutions Limited	Level 2 Award in Understanding HACCP for the Meat Industry	1. Face to face in centre or workplace 2. Blended face to face and online	7 hours	£75
Level 1 Award in Health and Safety in a Construction Environment	Pure Training Solutions Limited	Level 1 Award in Health and Safety in a Construction Environment	1. Face to face in centre or workplace 2. Blended face to face and online	29 hours	£75
Level 1 Award in Responsible Alcohol Retailing	Pure Training Solutions Limited	Level 1 Award in Responsible Alcohol Retailing	1. Face to face in centre or workplace 2. Blended face to face and online	10 hours	£75
Level 2 Award in Food Allergen Awareness and Control in Catering	Pure Training Solutions Limited	Level 2 Award in Food Allergen Awareness and Control in Catering	1. Face to face in centre or workplace 2. Blended face to face and online	8 hour	£75
Level 2 in Conflict Management for Licensed Premises Staff	Pure Training Solutions Limited	Level 2 in Conflict Management for Licensed Premises Staff	1. Face to face in centre or workplace 2. Blended face to face and online	10 hours	£75



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Title of skills training or consultancy support	Provider	Support description	Delivery options	Duration of support	Cost (Excl. VAT)
Level 2 Award in Customer Service	Pure Training Solutions Limited	Level 2 Award in Customer Service	1. Face to face in centre or workplace 2. Blended face to face and online	7 hours	£75
Level 2 Award in Food Safety for Catering (Refresher)	Pure Training Solutions Limited	Level 2 Award in Food Safety for Catering (Refresher)	1. Face to face in centre or workplace 2. Blended face to face and online	4 hours	£70
Level 2 in Award in Food Safety for Manufacturing (Refresher)	Pure Training Solutions Limited	Level 2 Award in Food Safety for Manufacturing (Refresher)	1. Face to face in centre or workplace 2. Blended face to face and online	4 hours	£70
Level 2 Award in HACCP for Food Manufacturing	Pure Training Solutions Limited	Level 2 Award in HACCP for Food Manufacturing	1. Face to face in centre or workplace 2. Blended face to face and online	7 hours	£75
Level 2 Award in Introduction to Mental Health Awareness	Global Partnership Europe Ltd	Introduction to mental health awareness (award).	1. Face to face in centre or workplace 2. Online	4 hours	£65
Fire Safety Training for Care Homes	Global Partnership Europe Ltd	Fire safety training for care homes.	1. Online	2 hours	£35
Handling Information in a Care Setting	Global Partnership Europe Ltd	Handling information in a care setting.	1. Online	2 hours	£35
Fire Marshal for Care Homes	Global Partnership Europe Ltd	Fire marshal for care homes.	1. Online	1 hour	£25
Learning Disability Awareness	Global Partnership Europe Ltd	Learning disability awareness.	1. Online	2 hours	£35
Level 2 in Award in Health and Safety Within the Workplace	Global Partnership Europe Ltd	Level 2 award in health and safety within the workplace.	1. Face to face in centre or workplace 2. Online	6 hours	£65
Level 2 Award in Risk Assessment	Global Partnership Europe Ltd	Level 2 award in risk assessment.	1. Face to face in centre or workplace 2. Online	6 hours	£65



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Title of skills training or consultancy support	Provider	Support description	Delivery options	Duration of support	Cost (Excl. VAT)
Personal Development Online Course	Source Solutions UK (Hull) Limited	Your Personal Development.	1. Online	4 hours	£20
Personal Development Online Course	Source Solutions UK (Hull) Limited	Managing Conflict.	1. Online	4 hours	£20
Personal Development Online Course	Source Solutions UK (Hull) Limited	Performance Management.	1. Online	4 hours	£20
Personal Development Online Course	Source Solutions UK (Hull) Limited	Mentoring for Mentors.	1. Online	4 hours	£20
Personal Development Online Course	Source Solutions UK (Hull) Limited	Managing People.	1. Online	4 hours	£20



GRADUATE DEVELOPMENT

Receive full funding towards your consultancy requirements.
Get in touch today to find out more.

Title of skills training or consultancy support	Provider	Support description	Delivery options	Duration of support	Cost
Develop Your Business Through Graduates	University of York	<p>A programme of fully funded support to help businesses attract and retain graduates, alongside helping them fully recognise the benefits of employing graduates into their workforce. There are two types of support available and organisations can access either or both:</p> <p>Consultancy and online resources: Through free consultation and online resources, we will help the business identify things they can do to attract new graduates and where the skills of a graduate can help their business grow. This support will be provided through advice, guidance and a suite of online resources that the business can access. This will include topics such as writing a job description and advert.</p> <p>Graduate Support Network This scheme will replicate the benefits of a corporate graduate scheme in regional SMEs, the overarching aim being to grow businesses by increasing their productivity and the number of graduates employed. Each business will be able to identify up to two graduates to send on a series of six training sessions, of which there will be three cohort intakes, that will cover:</p> <ol style="list-style-type: none">1. Induction2. Business communications3. Negotiations and Influencing4. Dealing with conflict5. Commercial awareness6. Presentation Skills <p>In addition to increasing the skills and knowledge of the individual graduates attending the courses, the programme will also offer the participants to network with peers and access support both professionally and socially.</p>	1. Online	6 X 2.5 Hour sessions	Fully funded

This support can also be accessed by businesses based in East Riding



CHANGING MARKETS

Receive full funding towards your consultancy requirements.
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Title of skills training or consultancy support	Provider	Support description	Delivery options	Duration of support	Cost
Support for Changing Markets	University of York	<p>Fully funded consultancy support to help businesses who are considering growing their business by moving into a new market. This could be a new international or national market, new market sector or new market demographic and could focus on an existing or new product or service.</p> <p>Through two hours of free expert consultancy, the business will be supported to create a plan that outlines the steps they need to take to scope the market, define their customer base and understand the commercial potential of the new market.</p> <p>Online or face-to-face training will then be delivered into how to scope out specific areas in more detail across the following suggested topic areas:</p> <ul style="list-style-type: none"> Identifying your market and identifying a new customer base. Advice around the challenge of doing business in emerging markets. Market research for a new market, product or service. Marketing and promotion - how to best promote a new product/service and how to engage a new market. Optional: Trading internationally - the basics and what businesses need to consider, then more advanced content for those that require it to include structural changes in the international economy and changes in institutions of global governance of international trade. 	1. Online	2 Hours of business consultancy. Plus up to four 7 hour training sessions as required.	Fully funded

This support can also be accessed by businesses based in East Riding



SUCCESSION PLANNING

Receive full funding towards your consultancy requirements.
Get in touch today to find out more.

Title of skills training or consultancy support	Provider	Support description	Delivery options	Duration of support	Cost
Specialist Skills for an Ageing Workforce	University of York	<p>Fully funded consultancy support to help businesses to identify where future gaps in their workforce will be when employees retire from their current roles. Through two hours of free expert consultancy the business will be supported in mapping lines of succession and creating processes to ensure the skills and knowledge are kept within the business.</p> <p>In addition to the bespoke consultancy, the business will also be able to identify key members of the workforce who will be leaving and send them on a mentoring training course. The three hour online course, supported by three hours of asynchronous content will ensure the individual leaving has the skills to be able to mentor colleagues and pass on their knowledge.</p>	1. Online	2 Hours of business consultancy. 3 Hours online mentoring course, supported by three hours of asynchronous content	Fully funded

This support can also be accessed by businesses based in East Riding





**SPECIALIST
SKILLS SUPPORT
PROGRAMME**



European Union

European
Social Fund

This support will be provided as part of the Specialist Skills Support Programme which is part funded by the European Social Fund as part of the European Structural and Investment Funds Growth Programme 2014-2020.