

1. Introduction

The last large employer skills survey undertaken by Proskills was in 2011. The aim of this new survey is to identify the current level of skills shortages and gaps in education provision within the whole timber supply chain, from forestry through to builders merchants.

Your views are critical to us as they will help us to propose changes to the skills and education system to meet your needs.

Some of the questions in this questionnaire are open-ended, and we would appreciate it if you can include as much detail as possible in these instances. None of the answers you give here will commit you to anything, and your answers will never be used in a way that will let people identify you or your company.

The survey should only take 10 -15 minutes to complete. Your views are really important in helping us shape the skills system. We really appreciate your time and help.

2. Company Details

* 1. Which of the following products or activities does your company provide?

- Forestry
- Sawmills
- Pallets and packaging
- Transport
- Wood processing
- Timber and builders merchants
- Furniture manufacturing
- Woodworking
- Timber construction
- Paper
- End of life
- Research
- Training

Other (please specify)

* 2. Please tell us what your company does in your own words

* 3. In which of the following regions of the UK does your company operate in? (tick as many as apply)

- North East
- North West
- Yorkshire and Humberside
- West Midlands
- East Midlands
- South East
- London
- South West
- Northern Ireland
- Scotland
- Wales
- All of the UK

* 4. How many people does your company employ at your site?

- Self employed
- 2-9 employees
- 10-49 employees
- 50-249 employees
- 250+ employees

5. And how many people does your company employ across the UK?

- 2-9 employees
- 10-49 employees
- 50-249 employees
- 250-499 employees
- 500-999 employees
- 1000+ employees

3. Skills

1. Is your CURRENT WORKFORCE lacking in skills in any of the following areas? (tick as many boxes as apply)

- Numeracy and Literacy
- IT Skills
- Health and Safety
- Engineering
- People Management
- Process Management
- Sales/Account Management
- General Management
- Customer Services
- Environmental and Compliance operations
- Marketing
- Logistics
- Operations
- Technical Skills linked to Wood, Wood Products, or specific activities in the Timber Supply Chain
- Teamworking/Other "Soft" Skills
- Design
- Other

2. If you can give any more details about specific skills that are missing in your current workforce, please do so here:

3. When you are RECRUITING NEW EMPLOYEES, do you find it difficult to find people skilled in any of the following areas?(tick as many boxes as apply)

- Numeracy and Literacy
- IT Skills
- Health and Safety
- Engineering
- People Management
- Process Management
- Sales/Account Management
- General Management
- Customer Services
- Environmental and Compliance operations
- Marketing
- Logistics
- Operations
- Technical Skills linked to Wood, Wood Products, or specific activities in the Timber Supply Chain
- Teamworking/Other "Soft" Skills
- Design
- Other

4. If you can give any more details about specific skills that you think are missing in the pools you recruit from, please do so here:

5. Have you ever needed to recruit from overseas to get these skills from foreign workers?

Yes

No

If 'Yes', please give more details here - which roles, how many staff and for how long?:

4. Training

1. Do you currently provide training for any of the following groups in your organisation?

	Yes, when newly recruited	Yes, on an ongoing basis throughout employment	Yes, when changing roles or responsibilities	No, we used to but not any more	No, we have never provided training for this group
Senior Managers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Middle Managers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
First Line Managers/Supervisors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Process/Plant Operatives	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Craft/Technical	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sale/Marketing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Professionals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Skilled Workers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If Other, please specify

2. How do you provide training for the following groups in your organisation?

	In-house training	Private Training Providers	Colleges	Universities	Manufacturers of Plant/Equipment	Trade Bodies/Institutes
Senior Managers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Middle Managers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
First Line Managers/Supervisors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Process/Plant Operatives	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Craft/Technical	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sales/Marketing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Professionals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Skilled Workers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If Other, please specify

3. Are there any particular subjects areas or occupations where you have difficulty finding the right training for your company?

4. If you use in-house trainers, are they...? (tick all that apply)

- Technical experts
- Qualified trainers/assessors
- Only responsible for training people with no other roles in the company
- Experienced workers from your company
- Experienced workers from other companies in the sector
- Experienced trainers/assessors from an educational background
- We have no in-house trainers

5. Which of the following statements do you agree with?

	Completely Agree	Mostly Agree	Mostly Disagree	Completely Disagree	Not Sure
Our internal trainers are of a high quality	<input type="radio"/>				
We need to find some external quality assurance to support our in house trainers	<input type="radio"/>				
Our internal trainers are better than external training providers	<input type="radio"/>				
We use external quality assurance to support our internal trainers	<input type="radio"/>				
Our internal training is better than that of our competitors	<input type="radio"/>				
We are proud of our internal training	<input type="radio"/>				
Our internal trainers could be better	<input type="radio"/>				
We are happy with our external training	<input type="radio"/>				
We are looking for new external training	<input type="radio"/>				
We have tried external training before but it didn't meet our needs	<input type="radio"/>				

6. Has your company worked with a trade association or private training provider to implement any programmes of training for your staff?

- Yes
- No
- Not Sure

If Yes, please can you provide some details of the programme(s) that you have implemented?

5. Qualifications

1. Are you currently using, or have you ever used, any regulated vocational qualifications to train your employees (NVQs, diplomas, BTEC, "apprenticeships" etc)?

- Yes
- No
- Don't know

2. If you know the names or types of any regulated qualifications used regularly by your company, please give details below

3. Do you think that regulated qualifications are...? (tick all that apply)

- Of high quality
- Appealing to me
- Useful for my company
- Useful for benchmarking or assessing skill levels
- Industry led
- Bureaucratic
- Irrelevant to my needs
- Too expensive
- Cost effective
- Good for employees
- Poor quality
- Other (please specify)

4. If you have any other comments about your use of regulated qualifications, whether good or bad, please give details below.

6. Schools and Young People

1. Have you recruited any young people (aged 16-19) in the last three years?

- Yes
- No
- Don't know

2. Would you consider employing any young people (aged 16-19) in the next three years?

- Yes
- No
- Don't know

3. If you do not employ young people, are there any particular reasons for this?

4. Does your company currently do any work with local schools/colleges?

- Yes
- No
- Don't know

5. If "Yes", what sort of work do you do with schools? If "No", are there any particular reasons why not?

6. Would you be interested in engaging with schools in any of the following ways in the future?

- Providing work experience for young people
- Promoting jobs in your company to school leavers
- Providing careers advice to young people
- Visiting schools to raise the profile of the sector with young people
- Host visits to your company to raise the profile of the sector with young people
- Helping to train teachers in technical areas
- Providing/sponsoring machinery or other supplies
- Finding young people to fill apprenticeships in your company
- Other engagement activities
- Supporting or sponsoring Timber industry/supply chain programmes for schools
- Releasing staff to take part in sector/supply chain ambassadorial programmes with schools in your region
- Other (please specify)

7. Apprenticeships

1. Have you ever used a formal Apprenticeship for people in your company?

- Yes
- No
- Don't know

2. If "No", do you have any particular reasons for not using Apprenticeships?

3. If "Yes", why do you choose to employ apprentices?

4. On a scale of 1 - 5, how important do you think it is for Apprenticeships to include the following contents? (1 being 'Of no importance' and 5 being 'Very important')

Rating scale 1 - 5

Technical competence in
specific job-roles

Technical knowledge
about the industry as a
whole

Generic content about
the world of work, such
as team working

Basic literacy/numeracy

Employee rights and
responsibilities

Health and safety

Induction to your
company's specific
procedures

5. For which of the following groups do you think that Apprenticeships are suitable? (tick as many as you wish)

- Employees aged 16-19
- Employees aged 19-25
- Employees aged 25+
- People already employed in industry
- People looking to enter the industry

6. Would you consider taking on an Apprentice in the future?

- Yes
- No
- Maybe
- Don't know

7. Is there anything specific stopping you from employing an apprentice?

8. Would you like someone to contact you to help you to take on an apprentice in the future?

- Yes
- No
- If yes, please leave your name and contact details (email address or phone number) here

9. Are there any other comments you would like to make about Apprenticeships?

8. Colleges and Universities

1. Have you ever worked with a UK College of Further Education to improve skills or performance in your company?

- Yes, we have worked with a local College
- Yes, we have worked with a College elsewhere in the UK
- Yes, we have worked with multiple UK Colleges
- No
- Not Sure

2. Please provide a brief summary of the activities that you have undertaken with UK Colleges below

3. Have you ever worked with a UK University to improve skills or performance in your company?

- Yes, we have worked with a local University
- Yes, we have worked with a University elsewhere in the UK
- Yes, we have worked with multiple Universities in the UK
- No
- Not Sure

4. Please provide a brief summary of the activities that you have undertaken with UK Universities below

5. Have you recruited any university/college graduates in the last three years?

- Yes
- No
- Don't know
- If "Yes", which qualification(s) had they completed?

6. Would you consider employing any graduates in the next three years?

- Yes
- No
- Don't know
- If "No", are there any particular reasons why not?

7. Would you be interested in working with a UK College of Further Education or University in any of the following ways?

- Providing work experience for undergraduate students
- Hosting visits to your company from groups of undergraduate students
- Promoting jobs in your company to graduates
- Providing careers advice to future graduates
- Visiting colleges/universities to raise the profile of the sector with undergraduate students
- Host visits to your company to raise the profile of the sector with undergraduate students
- Helping to teach in technical areas
- Supporting research in UK colleges/universities
- Funding research in UK colleges/universities
- Partnering in research with UK Colleges/universities
- Finding graduates to fill roles in your company
- Other engagement activities
- Enabling staff to support teaching/research in colleges/universities in your region
- Other (please specify)

9. Final Comments

1. Finally, are there any other comments you would like to make about education, skills and training for the Timber Industry and its supply chain?

This might include any specific praise/criticisms you have of any area of the skills/education system, any other specific needs you have that you have not been able to express above, or any other suggestions you have for improving training/qualification provision?

2. Thank you for your time. If you would like to be involved in future work linked to education in the sector or to support programmes linking the industry with schools in your region, please leave your contact details below.

These details will only be used to contact you regarding education-related activities in the Timber industries/supply chain, and will never be used to identify your answers to this survey:

Name:

Company:

Email:

Phone: