**Application Pack**

**To host the WorldSkills UK National Finals 2025/26**

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| **Issue date** | **Deadline for indication of intention to submit response** | **Deadline for submission of response** |
| 27th October 2023  1700 | 30th November 2023  1700 | 2nd February 2024  1700 |

All enquiries relating to this application pack should be directed to:

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Procurement and Contracting Manager

Email: rcarter@worldskillsuk.org

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**SECTION 1 - Introduction to WorldSkills UK**

WorldSkills UK is a four nations partnership between education, industry, and UK governments. It is a world-class skills network acting as a catalyst for:

1. raising standards, through international benchmarking and professional development.
2. championing future skills, through analysis of rapidly changing economic demand.
3. empowering young people, from all backgrounds, through competitions-based training and careers advocacy.

We are working to help the UK become a world class ‘skills economy’, boosting the prestige of technical and professional education by embedding world-class training standards across the UK to help drive investment, jobs, and economic growth.

We’re a proud member of WorldSkills, a global movement of over 80 countries. WorldSkills supports young people across the world via competitions-based training, assessment, and benchmarking, with members’ national teams ultimately testing their ability to achieve world-class standards in the biennial ‘skills Olympics’. The insights we gain from training as part of this global network enables us to embed world-class training standards across the UK to help drive investment, jobs, and economic growth.

Full details of the organisation, including our vison, mission, and values, can be found at [www.worldskillsuk.org](http://www.worldskillsuk.org). Organisations responding to the application pack are advised to review this information.

**Overview**

WorldSkills is offering a unique opportunity to an area/region/nation of the UK to showcase excellence in young people’s technical and vocational skills through hosting the annual finals of UK skills competitions and to use this event to progress its ambitions to improve its skill base and better meet employer and community skills needs.

The opportunity is to host the WorldSkills UK National Finals and use this prestigious event as a platform to promote the importance of high-quality skills to local and national economies. This unique prospect will give you the opportunity to:

* bring together employers and local partners to experience and discuss skills issues that are critical to address for the area’s economic success.
* enable schools and college students to see and experience technical and vocational skills and career opportunities through watching skills competition in action, meeting employers, and trying out skills themselves.
* engage with governments on key issues on skills and economic growth.
* celebrate skills throughout the event including at a high-profile medal event held at the end of the competition.
* raise the prestige of the skills landscape in the area/region through the promotion and profile achieved by hosting the finals.
* attract UK and international interest from visitors from other members of WorldSkills to the area/region.

As a result of hosting the national finals, organisations will benefit from:

* improved profile, awareness, and prestige, at regional and national level, as organisations that value and deliver high quality skills training.
* exposure to the latest developments in technical skills training.
* increased interest from students in enrolling at the host venues.
* strengthened partnership working in line with local economic skills plans.
* new links with employers and other stakeholders.
* staff development opportunities in event management.

WorldSkills UK’s experienced staff and competitions organising partners, will support, advise, and manage the operational elements of the competitions and events, working in partnership with the selected area/region.

*Interested organisations, collaborations or partnerships are invited to attend the 2023 national finals which will take place across Greater Manchester in November prior to submitting an intention to submit response. Please email* [rcarter@worldskillsuk.org](mailto:rcarter@worldskillsuk.org) *if you wish to arrange a visit to view this year’s national finals.*

This document sets out more information about the requirements of hosting the competition finals and the respective roles of WorldSkills UK and the applicant.

**WorldSkills UK Competitions**

WorldSkills UK offers a range of development programmes for young people using a competitions pressure test methodology for apprentices and students of all abilities. The programmes provide a great platform for them to showcase their talents and achieve excellence by demonstrating their personal, technical and employability skills in competitive timed conditions. By supporting more young people achieve higher standards in their chosen skill, we are helping them, educational institutions and employers contribute to a successful economy.

**WorldSkills UK National Qualifiers**

Each year, thousands of young people enter the WorldSkills UK National Qualifiers, competing with others from across the UK. The qualifiers help develop the technical and employability skills of apprentices and students in competitive timed conditions. Those who demonstrate excellence in their skill go onto compete at the WorldSkills UK National Finals.

**WorldSkills UK National Finals**

The WorldSkills UK National Finals bring together the highest achieving apprentices and students in each skill area to compete to be awarded the best in their category. The finals showcase technical excellence from across the UK.

**Requirements of this process**

WorldSkills UK is looking for a combination of further education colleges, independent training providers, universities and higher education facilities, and employers, in a single geographical area or region to host the WorldSkills UK national finals in both 2025 and 2026.

In applying to host the WorldSkills UK national finals, the host consortium/ centres offer to contribute without charge to WorldSkills UK the use of its facilities, staff, and equipment necessary to deliver the event. WorldSkills UK will meet the costs of any additional equipment and materials required to run the competitions. Whilst there is no fee payable for hosting, we aim to make this a cost neutral experience for host centres.

Given the potential presented by hosting the prestigious WorldSkills UK National Finals, we are interested in hearing about applicants’ ideas for co-investment and ideas for increasing the impact and value for the event, both for the local area and the UK as a whole.

Roles and responsibilities for the host centres and the involved parties is detailed in section 2.4 below.

Although applications for hosting will be considered from single organisations, we would expect most to come from a consortium or partnership. It is expected that the partnership will have close links in the region or nation, with employers, local authorities, schools and the full range of skills and training providers, who could play a role in supporting, promoting, and delivering the event. This event should align with the aims and priorities of regional economic and skills plans for the area.

This document details the skills competition finals that will take place at the event and other factors that need to be taken into consideration in preparing an application. It is anticipated that each partnership will use a variety of centres, each hosting a selection of the finals relevant to their facilities and specialisms.

WorldSkills UK will work in partnership with the host centre(s) to deliver the event and will advise on all technical aspects of the competitions through our competition organising partners. Competition Organising Partners, who are experts in their skill sector, manage the delivery of the qualifier stages of competitions, and are responsible for the design and delivery of competitions for their specialist areas, ensuring that competition activities are of the highest quality and aligned to the curriculum and industry standards. There will be an opportunity to attend the 2023 national finals (in Greater Manchester) to gain a better understanding of the activity prior to submitting your application.

**Benefits of hosting the WorldSkills UK National Finals**

Hosting the WorldSkills UK national finals is not simply about providing host venues and supporting the delivery of skills competitions, it offers the host centre(s) a real opportunity to showcase their facilities and opportunities to young people and the wider community. Previous host centre(s) have benefited from hosting event by:

* Inviting local employers to attend the event and learn more about the apprenticeships and training programmes they manage.
* Inspiring apprentices and learners training at their facilities by offering them the opportunity to get involved in skills competitions.
* Promoting their involvement with a world class skills network (WorldSkills UK) to their local media raising the profile of their organisation.
* Showcasing their venue on a national scale, including showing certain skills and skills/courses
* Extending their reach, to gain access to more schools, and employers that they otherwise might not be able to.

To find out more about the work of WorldSkills UK please visit [www.worldskillsuk.org](http://www.worldskillsuk.org).

**SECTION 2 - Application Supporting Information and Guidance**

The below provides some relevant information and scope of work to aid with responses.

|  |  |
| --- | --- |
| 1. WorldSkills UK Details | |
| 1.1 | Address and contact details:  Third Floor, 25 Wilton Rd, Pimlico, London SW1V 1LW  FAO: Richard Carter – Procurement and Contracting Manager  Email: [rcarter@worldskillsuk.org](mailto:rcarter@worldskillsuk.org)  Internet: <http://www.worldskillsuk.org> |
| 1.2 | Completed documents must be returned to: [rcarter@worldskillsuk.org](mailto:rcarter@worldskillsuk.org) |
| 2.0 Agreement Details | |
| 2.1 | The purpose of this document is to invite proposals for host centres to deliver the WorldSkills UK national finals which will take place in November 2025 and November 2026.  The planning, preparation and implementation of the event is crucial to ensure the competitions run smoothly, and the activity has maximum impact for the hosts and their region or nation.  To avoid any delays, applicants are advised to allow adequate time for emailing documents prior to the closing date. The stated closing date is the final date for submissions. |
| 2.2 | Location:  The host location of centres can be anywhere in the UK, but all listed competitions and events need to be within a 30-mile radius/ 1 hour travel time, of each other. This is to ensure we can celebrate the activity at the end of the week at a medal ceremony event, so that any visitors can see the finals at a variety of locations and to give a geographical focus to the finals.  The event can take place on multi-sites (ideally no more than 6), and should include a combination of further education colleges, independent training providers, universities and higher education facilities, and employer premises, in a single geographical region or nation.  The host centre(s) for national finals should have hotels within easy commuting distance for competitors and Competition Organising Partners. |
| 2.3 | Lead Host Organisation:  We are looking for a collaboration between host centres and welcome a collaborative approach to hosting, however we would also wish to see a “lead organisation” to take ownership and accountability for galvanising support and creating a deeper focus on how this activity can help support the key economic needs of this host region or nation.  WorldSkills UK shall provide the project management leadership and technical support, however the project delivery for each host centre will need to be driven by lead organisation and host centre personnel.  Once the partnership/ host nation or region has been agreed, the project will be split into four main phases. A high-level overview of the first year is included below.  **Phase 1 – Feb 2024 – Dec 2024** Understand the unique requirements of hosting the WorldSkills UK national finals (including shadowing the current hosts in Nov 24). Review the portfolio of skills competitions in scope and build a strong delivery team.  **Phase 2 – Jan 2025 to Oct 2025** Prepare and develop the event with consideration given to some non-competition activity that engages the wider community.  **Phase 3 – Nov 2025** Deliver WorldSkills UK national finals.  1. Host the event in conjunction with WorldSkills UK  2. Deliver a programme of activity that complements the national finals and benefits the local economic needs or the region or nation.  **Phase 4** – **Dec 2025** **to Jan 2025** Provide an end of project debrief which includes the key learning points, outcomes, and impact on host centres as well as key recommendations for future hosts and events. |
| 2.4 | Roles and Responsibilities:  Below are some of the responsibilities that would be expected of each of the three main parties involved in delivering the competition finals – Competition Organising Partner (COP), Host Venue(s) and WorldSkills UK.  **Competition Organising Partner (COP):**  To physically deliver the competition(s) at the agreed venue in coordination with WorldSkills UK and the Host Venue  This includes responsibilities such as:   * developing the competition test piece(s) and marking criteria based on the capacity and equipment provided at the host venue. * working with WorldSkills UK and the host venue to ensure any additional infrastructure is purchased or put in place. * sourcing judges and agreeing any reimbursement at the cost of the COP * managing the logistics of the finalists and judges, including the booking of local accommodation and lunches in accordance with the WorldSkills UK accommodation grant allowance/catering allowance * ensuring that all health and safety measures, policies and documents are in place in coordination with WorldSkills UK and the Host Venue   **Host Venue:**  To ensure the agreed space(s) are prepared and ready to deliver the competition(s) in coordination with WorldSkills UK and the COP(s)  This includes responsibilities such as:   * working with WorldSkills UK to ensure that all required areas, spaces, and equipment at the host venue would be available for exclusive use for build days, competition days, and de-rig days. * working with the COP(s) to ensure all required equipment and infrastructure is in place/delivered to site, at no additional cost to the host venue (\*\*see notes below). * providing catering (beverages/lunches/snacks) for each judge and competitor for the active competition days. Up to £8 per day per person (tbc), to be reimbursed by WorldSkills UK * ensuring workspace for each competition e.g., a classroom for judges to gather and discuss/work/break. * working with WorldSkills UK in preparing for any ministers, external visitors, or WorldSkills UK Board and Senior Leadership team visits to site. * ensuring that all health and safety measures, policies and documents are in place in coordination with WorldSkills UK and the COP(s) * planning and provision of any visitor activity (or non-competition) content (see Section 8.0) to promote the host venue(s), competitions, apprenticeships and further and technical education routes. * working with WorldSkills UK on marketing to promote the finalists, venues, competitions, apprenticeships and further and technical education routes.   **WorldSkills UK:**  To prepare and oversee the preparation and delivery of all competition(s) at the agreed venues in coordination with each COP and the Host Venue  This includes responsibilities such as:   * delivery and funding of any major activities such as welcome events, medal ceremony and events such as roundtables (though support for the latter etc would be appreciated). * coordinating with the host venues and COPs to ensure any additional infrastructure is purchased or put in place at no extra cost to the host venue. * signing off on all competition test pieces and marking criteria. * quality assuring all competition marking sheets and results. * ensuring that all health and safety measures, policies and documents are in place in coordination with the host venues and the COP(s). * providing onsite staffing to support the delivery of competitions. * marketing across multiple platforms to promote the finalists, venues, competitions, apprenticeships and further and technical education routes. * prepare for visits by any ministers, external visitors, or WorldSkills UK Board or Senior Leadership team visits.   \*\* In applying to host the WorldSkills UK national finals, the centres/consortium offers to contribute without charge to WorldSkills UK the use of its facilities, staff, and equipment necessary to deliver the event. WorldSkills UK will meet the costs of any additional equipment and materials required to run the competitions.  WorldSkills UK will work closely with the host centre/consortium, to achieve value-for-money and sustainability for the public purse in the provision of equipment and material resources needed for the running of each individual skills competition. It is envisaged that the host will develop, with WorldSkills UK and where applicable, corporate sponsors, to offset any equipment and material resource costs to the host centre and/or WorldSkills UK. Use of existing WorldSkills UK sponsors, where appropriate, is also welcome.  Information pertaining to the type and quantity of equipment required for the WorldSkills UK national finals and a list of current WorldSkills UK sponsors are available upon request. It is envisaged that WorldSkills UK will discuss and agree a purchasing process with potential hosts prior to finalising the agreement, to deal with the procurement of tools, equipment and materials required for the skills competitions. The successful host centre/consortium should be able to demonstrate within its application that it has the capacity and resources to deliver the skills competitions in scope and in a financially sustainable way to all parties. |
| 3.0 Conditions of participation | |
| 3.1 | Minimum standards and qualification required:  The organisation(s) delivering this project must have the capacity, ability and track record to manage such large activity / event. You must be able to demonstrate that you have the facilities and staffing commitment and allocation to delivering a high impact event and willingness to coordinate any visitor (or non-competition) activity that will help engage the sector and its stakeholders. You must be fully engaged with the education and training sector and have a good understanding of WorldSkills UK. |
| 4.0 Administrative Information | |
| 4.1 | Key Dates:   |  |  | | --- | --- | | Application shared | October 2023 | | Opportunity to visit the 2023 national finals in Greater Manchester | 14th – 17th November 2023 | | Submission of completed applications | Feb 2024 | | Site Visits (if required) | Feb 2024 | | Notify successful Hosts | Feb 2024 | | Official announcement of Host | March 2024 | | Opportunity to shadow the 2024 national finals in Greater Manchester | November 2024 | | Delivery of National 2025 finals | November 2025 | | Delivery of National 2026 finals | November 2026 | |
| 4.5 | Language(s) to used: ENGLISH. |
| 4.6 | Submission of Application:  Application should be submitted to [rcarter@worldskillsuk.org](mailto:rcarter@worldskillsuk.org) |
| 5.0 Events and enrichment activities | |
| 5.1 | Pressure testing/ International Delegation:  There may be circa 30 additional international visitors. Up to 10 of these will compete in the competition activity. The aim of this is to use the UK as a benchmark for a pressure test in a given skill and/or to share best practice between countries. |
| 5.2 | A description of the essential events and activities which form part of the week are described in section 8.0 below. These include a Welcome Event, Business event, Conference and CPD events, schools or visitor activities and a medal ceremony.  These events will require a suggested location from the host region or nation. This could be one of the host centres or an external venue. |
| 6.0 Considerations to be made when making your application. | |
| 6.1 | National Finals Event Schedule:  The below gives an outline of the event duration and top-level activity.   |  |  | | --- | --- | | Day 1 | Build and familiarisation (including H&S briefings) | | Day 2 | Build Complete and Welcome Event | | Day 3 | Competition LIVE day 1 | | Day 4 | Competition LIVE day 2 | | Day 5 | Competition LIVE day 3 | | Day 6 | Medal Ceremony | | Day 7 | De Rig | |
| 6.2 | Consortium Approach:  The organisations to be used in delivering this event should be clearly described within the application. A clear indication of additional partners, sponsors etc and their commitment (if known) could also be included within the application.    Each venue specialism should be matched with the skills highlighted in 7.0 Skills in Scope. We understand that it may not always be possible to host every skill even with a consortium approach. It should be made clear in your application which ones you are unable to accommodate. |
| 6.3 | Prior to the Host Announcement:  Applicants will be shortlisted, and site visits of the applicant centre(s) will be required to review the resources being made available. Discussions may be had at this stage to alter the application made to better fulfil the needs of the event. |
| 6.4 | Host Centre Leads:  Efficient and effective communication is crucial, and it will be required that one person will be assigned at each centre whom we meet and who can direct our requirements. This person shall also be required to liaise directly with the individual WorldSkills UK Competition Organising Partners which will be operating from their centre. WorldSkills UK Competition Organising Partners are the associates who will manage the day-to-day operation of the competition itself. |
| 6.5 | Estimated numbers involved from WorldSkills UK side against designated role types:   |  |  | | --- | --- | | UK Competitors | 320-360 | | Competitor tutors | 100-150 | | Guest / international Competitors | 20-30 | | Competition Organising Partners staff | 50-80 | | Funding partner staff | 30-50 | | WorldSkills UK staff | 25-30 | | **Approx. total** | **550-750** | |
| 6.6 | Accommodation Requirements:  The cost and booking of accommodation in relation to the roles and numbers mentioned in 6.5 will be the responsibility of WorldSkills UK and its Competition Organising Partners.  The host responsibility is one of recommending suitable hotel accommodation in terms of quality and distance to the centres. |
| 6.7 | Subsistence:  The cost of all meals and refreshment required during the build-up and throughout the event is the responsibility WorldSkills UK. The host in making this application is to ensure that meals and refreshment can be provided at the various centres being used during the event. |
| 6.8 | Transportation:  Competitors will need to get to and from the local accommodation/ hotels and the host centres. If coaches are required for some sites, we would look to utilising local knowledge or the organisations own preferred supplier. The associated cost of transportation can be arranged and paid for by WorldSkills UK. |
| 6.9 | Duration and Centre Access:  The event will take place from Monday through to Friday. You should consider that the teams will need access for final planning the week prior to the events (although normal host activity will not be disrupted during this time). During the weekend immediately prior to the event, access will be required for build-up. Breakdown will commence as soon as the competitions conclude on the Friday. Breakdown may continue into the Saturday following the event.  During the event, the host centre should have the ability to be flexible with opening and closing times. |

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| 7.0 | Skill competitions (currently) in Scope for WorldSkills UK national finals | | |
| Skill name | | Number of Competitors (up to) | Additional information |
| 3D Digital Game Art | | 8 | Hi-spec PC/Mac per competitor. |
| Accountancy Technician | | 20 (team skill) | Space to accommodate individual teams with basic IT. Separate space for a small presentation. |
| Additive Manufacturing | | 8 | Additive technology (multi composite 3d printers). |
| Aircraft Maintenance | | 8 | Requires a large open space with access for helicopter and crane. |
| Automation | | 8 | Space for work benches for each competitor. |
| Automotive Body Repair | | 8 | Requires at least one modern body jig in good condition and the availability of a couple of body shells. If the shells are not readily available, host staff will need to strip flood damaged vehicles acquired by WorldSkills UK. |
| Automotive Refinishing | | 8 | Requires two car painting booths with suitable ventilation and a recognised paint system with full tinter complement. |
| Automotive Technology | | 8 | Requires two fairly new vehicles, modern wheel alignment equipment and two working ramps. Good quality tool sets are essential. |
| Beauty Therapy | | 8 | Massage bed/ Beauty salon setup |
| Beauty Therapy Practitioner | | 8 | Beauty salon setup |
| Catering: Foundation Skills | | 8 | \*\*Professional kitchen setup preferable. |
| CNC Milling | | 8 | Requires at least two industrial standard CNC Milling machining centres. |
| Commercial Make-Up | | 8 | Beauty salon setup. |
| Culinary Arts | | 8 | Professional kitchen setup preferable. |
| Cyber Security | | 8 | Dual monitor PC’s and desk space/ competitor |
| Digital Construction | | 8 | Hi-spec PC/Mac per competitor. |
| Digital Media Production | | 24 (team skill) | Hi Spec Mac with video editing facilities per team |
| Electrical Installation | | 8 | Requires open space for bespoke booths to be built, one booth per competitor or pre-installed electrical bays with ceiling approx. 1m x 2m. |
| Electronic Security Systems | | 8 | Space for custom bays to be constructed. |
| Fire Detection and Alarm Systems | | 8 | Space for custom bays to be constructed. |
| Graphic Design | | 8 | Hi-spec PC/Mac per competitor, A3 Printer. |
| Hairdressing | | 8 | Professional salon setup preferable. |
| Hairdressing: Foundation Skills | | 8 | \*\*Space for work on mannequin heads. |
| Health & Social Care: Foundation Skills | | 8 | \*\*4 x beds and care related equipment. |
| Health and Social Care | | 8 | \*\*4 x beds and care related equipment. |
| Heavy Vehicle Engineering | | 8 | Heavy vehicle motor workshop |
| Horticulture: Foundation Skills | | 8 | \*\*Requires open space for large, bespoke bays to be built, one per competitor to be built. Can be outside though would need protection from adverse weather. |
| Industrial Electronics | | 8 | Space for work benches for each competitor. |
| Industrial Robotics | | 8 | Space for robotic equipment to bought in by sponsor. |
| Industry 4.0 | | 8 | Space for work benches for each competitor. |
| IT Software Solutions for Business: Foundation Skills | | 8 | \*\*Basic PC and desk |
| IT Support Technician | | 8 | Basic PC and desk |
| Laboratory Technician | | 8 | Lab with appropriate ventilation, sinks and equipment. Possibility of requiring Lab assistants |
| Landscaping | | 8 | Requires open space for large, bespoke bays to be built, one per competitor to be built. Can be outside though would need protection from adverse weather. |
| Mechanical Engineering: CAD | | 8 | Hi-spec PC/Mac per competitor. |
| Mechatronics | | 8 | Space for work benches for each competitor. |
| Media: Foundation Skills | | 8 | \*\*Hi-spec PC/Mac per competitor. |
| Metal Fabricator | | 8 | Metal fabrication machinery including, guillotine, bench press, roller, CNC plasma cutter, welding facilities. |
| Motor Vehicle: Foundation Skills | | 8 | \*\*Automotive workshop. |
| Network Infrastructure Technician | | 8 | Basic PC and desk |
| Plumbing | | 8 | Requires open space for bespoke booths to be built, one booth per competitor or pre-installed bays approx. 2m x 2m. |
| Renewable Energy | | 8 | Space for equipment and work bench per competitor. |
| Restaurant Service | | 8 | Restaurant for circa 40 covers, production kitchen, access to beverages etc. |
| Restaurant Services:  Foundation Skills | | 8 | \*\*Restaurant for circa 40 covers, production kitchen, access to beverages etc. |
| Website Development | | 8 | Basic PC and desk |
| Welding | | 8 | Local Extraction Ventilation (LEV) or other fixed ventilation required. |
| **TOTAL (approx.)** | | **396** |  |

\*\* Foundation Skills Competitions are designed for students who have a statement of Special Educational Needs (SEN) and/or disabilities. The specially designed competitions allow students to showcase skills, knowledge and behaviours that highlight their independence and employability skills.

Foundation skills run following the completion of the mainstream competitions and therefore do not require a duplication of equipment as existing infrastructure can be used.

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| 8.0 | Events and enrichment activities (currently) in Scope for WorldSkills UK national finals | | |
| Event/ activity name | | Date | Additional information |
| Welcome Event | | Day 2 (Monday) | The WorldSkills UK National Finals Welcome Event brings together the competitors, Competition Organising Partners, venue hosts and key partners and stakeholders from business and education. The event is held the evening before the first day of the finals and a flexible venue space is required as the attendance numbers can vary. In previous years circa 300 – 500 have attended. A space for circa 300 – 500 people is required with space for a stage and audio visual set up.  This activity would be funded and delivered by WorldSkills UK, but suggestions for potential venues is required in the application. |
| Business Breakfast, Brunch or Lunch | | Any LIVE competition day | This is a networking event aimed at a business audience and WorldSkills UK key partners and stakeholders. In previous events, the Mayor of Birmingham and the Mayor of Manchester has given the opening address and then keynote speakers. A room for a stage and audio-visual set-up and for networking and refreshments is required. The event is for circa 100-200 guests. The date and time of the event is dependent on the ministerial availability.  This activity would be funded and delivered by WorldSkills UK, but suggestions for potential venues is required in the application. |
| Conference Zone & Continued Professional Development Workshops | |  | Several rooms are also required to hold round table discussions, meeting and CPD workshops. The capacity will for these events will range from 15-50 people.  This activity would be managed by WorldSkills UK, but suggestions for potential venues is required in the application. |
| Visitor or Schools Programme | |  | There is an opportunity for host centres to create an open day and invite feeder schools in the area to come view the facilities, the competitions and even create an interactive careers and skills experience. This could consist of ‘have a go’ activity, careers advice and inspirational and peer to peer workshops and talks. Young people could also have an opportunity to meet local employers in the area, who could ‘exhibit’ at the event. The space required could be as small or large as you see fit, ideally located in or nearby one of the ‘competition’ venues.  **This activity would be managed by the host region or nations host centre(s).**  Suggestions on what could be delivered in this area to create a deeper focus on the local economic needs as well as potential venues is encouraged in the application.  Creative suggestions for the format of this which play to the host centres strengths in terms of facilities, particular employer engagement economic focus etc would add huge value to the application.  As with all events, we would like to ensure good access for all with visitors from a wide range of educational settings. |
| Medal Ceremony | |  | The medal ceremony is an event to celebrate the competitors’ achievements in the National Finals. Bronze, silver, and gold medals are awarded here. The ceremony usually takes place the day after the last day of competition. The basic set up is a lectern with microphone and projector displaying the medal winners. Once the winners have collected their medals, they are directed to a separate room, for photos. It’s a free event but by invite only, so registration is necessary to ensure seating is adequate. Seating can range from grandstands to round tables depending on numbers. For the 2023 medal ceremony, Bridgewater Hall in central Manchester is being utilised and in previous years the stage and seating has been built in a hall at an exhibition venue. The required venue will need to hold approximately 2,000 people.  This activity would be funded and delivered by WorldSkills UK, but suggestions for potential venues is required in the application. |

**SECTION 3 - Application Form**

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| Please answer the following questions and continue onto an additional page where required.  Once completed, return to [rcarter@worldskillsuk.org](mailto:rcarter@worldskillsuk.org)  WorldSkills UK welcomes collaborative applications to host the WorldSkills National Finals events. |

A) Contact details

|  |  |
| --- | --- |
| Lead Organisation for the proposal: |  |
| Lead Contact for the proposal: |  |
| Lead Contact current role: |  |
| Lead Contact address: |  |
| Lead Contact email: |  |
| Lead Contact phone contact: |  |
| Operational Lead (*day to day contact*): |  |
| Operational Lead role: |  |
| Operational Lead email: |  |
| Operational Lead phone contact: |  |
| Is this a collaborative or individual application? |  |

B) Geographical area of implementation (region or nation where the National Finals will be held)

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C) Host centre(s) details

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| --- | --- | --- | --- |
| Site number | Site Name | Address | Postcode |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
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D) Please identify which skills you will be able to host by allocating the site number of the location you propose to use.

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| --- | --- | --- | --- |
| Site Number | Skill Name | Site Number | Skill Name |
|  | 3D Digital Game Art |  | Health & Social Care: Foundation Skills |
|  | Accountancy Technician |  | Health and Social Care |
|  | Additive Manufacturing |  | Heavy Vehicle Engineering |
|  | Aircraft Maintenance |  | Horticulture: Foundation Skills |
|  | Automation |  | Industrial Electronics |
|  | Automotive Body Repair |  | Industrial Robotics |
|  | Automotive Refinishing |  | Industry 4.0 |
|  | Automotive Technology |  | IT Software Solutions for Business: Foundation Skills |
|  | Beauty Therapy |  | IT Support Technician |
|  | Beauty Therapy Practitioner |  | Laboratory Technician |
|  | Catering: Foundation Skills |  | Landscaping |
|  | CNC Milling |  | Mechanical Engineering: CAD |
|  | Commercial Make-Up |  | Mechatronics |
|  | Culinary Arts |  | Media: Foundation Skills |
|  | Cyber Security |  | Metal Fabricator |
|  | Digital Construction |  | Motor Vehicle: Foundation Skills |
|  | Digital Media Production |  | Network Infrastructure Technician  Plumbing |
|  | Electrical Installation |  | Renewable Energy |
|  | Electronic Security Systems |  | Restaurant Service |
|  | Fire Detection and Alarm Systems |  | Restaurant Services:  Foundation Skills |
|  | Graphic Design |  | Website Development |
|  | Hairdressing |  | Welding |
|  | Hairdressing: Foundation Skills |  |  |

E) Please identify which skills you will NOT be able to host as part of this proposal and the reason for exclusion.

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| Skill name | Reason for exclusion |
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F) Please suggest local hotel accommodation as per requirements stated in 6.6.

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| Host Centre | Suggested hotel name and address | Reason for suggestion |
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G) What are the main aims and objectives for your organisation(s) for this project?

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H) Outcomes – what will be the desired impact on the region, your organisation, key stakeholders, and learners?

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I) Please identify how you could use the WorldSkills UK national finals to support the key economic and skills needs of the host region or nation.

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J) Will other organisations be involved in this project? If so, please list them below and describe their role in the project.

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K) Please identify potential venues for the below events (please refer to point 8 in Section 2).

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| --- | --- | --- |
| Event | Potential Venue(s) | Link |
| Welcome Event |  |  |
| Business Breakfast, Brunch or Lunch |  |  |
| Conference Zone & Continued Professional Development Workshops |  |  |
| Medal Ceremony |  |  |

L) Please describe what your region or nation could deliver in terms of a Visitor or Schools Programme to complement the national finals (please refer to point 8 in Section 2).

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M) How will you ensure you attract visitors to the event and meet the needs of a diverse range of groups in your region?

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N) Please detail the Host’s experience in delivering events similar to the WorldSkills UK National Finals, including the size and scale of the event, what the key objectives were and the outcome and impact of the event.

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O) Additional information to support your application

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