

As the MD, owner or senior director of your organisation you recognise the value of training your staff. But how often do you give yourself a little time to improve your own skills and help your business grow?

### **Leadership and Management Learning**

If you run a business in Greater London employing between 5 and 249 people\* (and have not received a similar grant before), a new “*Leadership and Management*” service is available to help you develop your leadership and management skills. It covers all business sectors and is funded through the Train to Gain programme ([www.traintogain.gov.uk](http://www.traintogain.gov.uk)) by the Learning and Skills Council to give you:

- A free analysis of your leadership and management skills, highlighting your strengths and areas for development
- A training grant of £500 to help you the owner, Chief Executive or Director responsible for strategic direction
- In addition you can then access a further £500 grant for training for yourself or a member of your senior team provided you match it £ for £

This means you can receive a contribution of 2/3rds towards your learning costs up to a maximum grant of £1,000!

*\*This can include part-time staff and volunteers*

### **Giving you the skills you need**

West London Business (WLB), in conjunction with Growth International, is able to provide training, coaching and mentoring under this programme in a variety of areas depending on your needs which could include:

- Maximising cash flow in a period of economic slow down and other financial issues
- Identifying new marketing opportunities both with existing customers and new markets
- Effective staff management procedures to help achieve your business goals
- Implementing operational efficiencies
- Developing performance measurement systems such as the Balanced Scorecard
- Sustainability and responsible business practices

The learning you receive can be in various formats: one-to-one coaching and mentoring (face-to-face, teleconferencing, or online) or in a workshop / seminar.

### **Benefits**

- Raise the level of your skills and those of your senior team
- Provide a sounding board with independent and confidential advice
- Improve the performance of your business
- Provide professional advice that can help business owners achieve both their personal and business objectives
- Drive the business forward on a more strategic basis
- A £1,000 grant towards the mentoring or training costs

### **How does it work?**

You will be supported by a Leadership and Management Specialist Adviser who will suggest approaches and solutions designed to suit your learning style and specific needs. Once the grant has been approved you can then access the training and mentoring provided by WLB. If you are interested and would like further information, please contact: Peter Desmond, Director, West London Business ([www.westlondon.com](http://www.westlondon.com)) on 020 8898 4333 or at [consultancy@westlondon.com](mailto:consultancy@westlondon.com)



West London Business has a Training and Development capability aimed at helping business owners achieve their business and personal objectives. A wide range of bespoke services are available which are delivered by selected coaches /mentors with business experience. Our services are pan-London.

Areas of training and development which can be provided by West London Business on a one-to-one coaching / mentoring basis as well as in group / team training workshops:

1. Sales and marketing
2. Identification of new marketing opportunities
3. Strategic business planning
4. Staff management
5. Personal development
6. Team building
7. Leadership development
8. Human Resources including performance management, appraisals, induction, recruitment, HR processes and systems
9. Finance for non-finance managers
10. Cash flow management
11. Operational efficiencies
12. Developing performance measurement systems e.g. Balanced Scorecard
13. Sustainability / corporate social responsibility policies and practices
14. Event management - designing and running successful events
15. Brand development

This training is provided in conjunction with Growth International through:

- One-to-one coaching and mentoring
- Evening seminars
- Half and one day workshops



*If you would like more details, please contact – Peter Desmond, Board Director West London Business, on 020 8898 4333 or [consultancy@westlondon.com](mailto:consultancy@westlondon.com)*