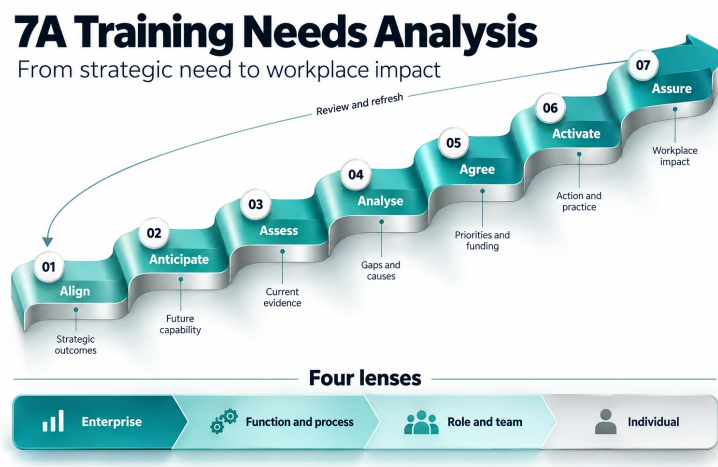


# Training Needs Analysis Framework

## TALENT DEVELOPMENT

Learning investment should address important capability needs and the conditions required to apply new skills. This framework connects strategy and future work with current proficiency, gap diagnosis and a prioritised response. It helps leaders distinguish learning needs from wider performance barriers and review evidence of workplace application.



### THE MODEL AT A GLANCE

#### The approach

The 7A Training Needs Analysis Framework connects strategic demand, future work, current proficiency and gap diagnosis with investment and assurance. Four lenses locate needs from enterprise to individual. Decision gates support a prioritised portfolio with practice, workplace support and application evidence.

#### When to use it

- Learning plans contain course requests without clear capability investment priorities.
- Future strategy or services require skills that are not available.
- Performance difficulties may reflect workflow, resources or expectations alongside skills.

#### What the model covers

Align · Anticipate · Assess · Analyse · Agree · Activate · Assure · Enterprise · Function and process · Role and team · Individual

#### Value for your organisation

- Provides a clear capability reason for each proposed learning investment.
- Builds manager support and practice opportunities into the response.
- Reviews workplace application and changed capability alongside learning delivery.

#### Put it into practice

Take a course request and identify the work it should improve. Check required standards and capability evidence alongside tools, workflow and expectations. If learning fits, agree practice, manager support and work evidence that will demonstrate application.

#### Outputs you can use

- Capability gap diagnosis distinguishing learning needs from wider performance barriers.
- Prioritised learning portfolio with resources, support and workplace application opportunities.
- Application review showing changed practice and contribution beyond course attendance.