

THE EARWIG

UPDATES FROM WEST BERKSHIRE TRAINING CONSORTIUM

Dear Members

2018 came and went in a flash it seems. It has been an eventful and exciting year for WBTC, our employers and learners. So as we enter the party season our December edition of The Earwig is all about celebrating our amazing employers and apprentices. We look at the epic achievements of Dominic Dray at Royale Refridgeration in Newbury who won Gold at the 2018 SkillFRIDGE Finals. We also celebrate the finalists and winners in the 2018 Berkshire Apprenticeship Awards and announce the panel results for the Investment in Training Awards 2018.

On behalf of everyone at WBTC may I wish you all a Merry Christmas and a Happy New Year.



Matt Garvey, Managing Director



BERKSHIRE APPRENTICESHIP AWARDS 2018 THE FINALISTS AND WINNERS

Legoland Windsor was the setting for the 2018 Berkshire Apprenticeship Awards. Hats off to Slough Aspire for organising the event with the backing of Thames Valley Berkshire LEP. We have been long overdue a local ceremony to champion apprenticeships in the Royal County.

WBTC Members were well represented as the following finalists.

- Best Adult Apprentice: Melanie Hind, Sovereign & Erin Wiltshire, TechPulse Group
- Best Apprentice Employer (non-levy payer): Benchmark
- Best Apprentice Employer (levy payer): Bayer plc and Kennet School
- Star Apprentice Manager: Ian Patterson, Sovereign

Sadly, none were crowned as winners but we'd like to salute each and every one because they're amazing!

You can find the **full list of finalists and winners here**.

WBTC were delighted to be the **winners of the Training Provider of the Year 2018 award**. I'd like to thank West Berkshire Council for supporting our nomination. It tops off an exciting and rewarding year for WBTC. We achieved 94% in both the National Learner & Employer Satisfaction Surveys and also maintained outstanding Apprenticeship Achievement Rates.

Needless to say being a great training provider is all about working with great employers and great apprentices too.



WBTC's Karen Dodd, Claire Richards, Jon Thompson and Rachel Eaves proudly showing off the Training Provider of the Year 2018 award.

BERKSHIRE
APPRENTICESHIP
AWARDS 2018



Winner
Best Training Provider



SAVE THE DATE RISING STARS 2019

Our Apprentice Graduation & Rising Stars Awards 2019 will be on Wednesday 15th May at Arlington Arts Centre near Newbury. Apprentices who have achieved since April this year or are due to achieve by 30th April 2019 are in scope to graduate. Further details will follow.



WBTC MO-BROS

Four chaps at WBTC participated in Movember, the charity that works to combat male cancer and mental health issues.

Myself, Martyn (pictured left) and Patrick our Finance Manager all had a go at growing a Mo. Meanwhile Tony who is one of our excellent Training Consultants undertook the walking challenge.

Together we raised over £640 so a big thank you to everyone who donated.

SKILLSFRIDGE 2018 PART OF WORLDSKILLS UK

WBTC Apprentice Dominic Dray won SkillFRIDGE Gold in Refrigeration and Air Conditioning at the WorldSkills UK presentations in Birmingham.

Royale Refrigeration, Dominic's employer said "Dominic joined us as an apprentice in August 2017 and has exceeded our expectations at every point in his time with us so far. Participants of the SkillFRIDGE competition had a not-so-simple challenge this year: Install pipework in a fridge, wire it correctly and identify specific faults in an air-conditioning unit. Dominic competed against participants from across the UK to score himself the SkillFRIDGE gold medal and the title of SkillFRIDGE champion! An achievement like this so early in Dominic's career is a clear indicator that he's in the right place and has the right skills and mind-set required to excel in the industry. Topping the charts while working and studying full-time shows just how special this young man is and we're proud to have him in the Royale family."

Dominic said "I've always wanted to get into a trade, and this one offers a bit of everything. I like the challenge and Royale feels more like a family than a job. I'm happy to be here and really pleased about how I did in the competition."

Dominic's Training Consultant Hazel Thomas said "Dominic is in the second year of his Refrigeration and Air-conditioning apprenticeship, with Royale Refrigeration in Newbury. He is a highly motivated learner and takes his apprenticeship very seriously which is evidenced in all the excellent reviews his college tutors and employer give him. I'm incredibly proud of what Dominic has accomplished, not only because of his incredible achievement of winning this competition but also by everything he has undertaken this far in his apprenticeship. Dominic is a shining example of what you can achieve when you are focused and committed to an apprenticeship."



Celebrating his success, Dominic Gray of Royale Refrigeration.

INVESTMENT IN TRAINING AWARDS 2018 THE RESULTS

The results are in and have been moderated for the 2018 Investment in Training Awards for our employers. These annual awards are for our WBTC Members actively involved in Apprenticeships and/or work experience in 2018. As a recap on our last edition of The Earwig, the employers in scope can be awarded

- Certificate of Excellence
- Certificate of Merit
- Certificate of Commendation

Once again a small number of Members achieved our Certificate of Excellence demonstrating their outstanding support for apprentices and work experience students.

Well done to Kennet School, Sutherland Health Ltd and Swift Couriers who receive our Certificate of Excellence for the first time. The 11 employers attaining our highest award represent a diverse group of organisations. There are public and private sector and companies from the very small (<9 employees) through to multinational employers. It goes to show that, no matter the size, sector or industry, excellence can be achieved by anyone.

CERTIFICATE OF EXCELLENCE

Bayer Plc
Benchmark
BGM Heating & Plumbing Ltd
EJBC Chartered Accountants
James Cowper Kreston
Kennet School
Sovereign Housing Association
SPX Flow Control
Sutherland Health Ltd
Swift Couriers
West Berks Council

CERTIFICATE OF MERIT

Academy Insurance
Atkins & Potts
BDZ Holdings
Big Group Insight Ltd
CBRE (Norland Managed Services)
Cottsway Housing Association
Elmdale Maintenance Ltd
Environmental Solutions Waste Management Ltd
Garner-Osborne Circuits
Hypertec
Intelligent Group Solutions
Intelligent Retail Ltd
Kirkpatrick & Hopes
Morgan Sindall Investments Ltd
Newbury Building Society
NodeOne Ltd
Opus Accounting
PBA Accountants
Phabrix Ltd
RSK Plumbing & Heating Ltd
Saica Pack
Sharp's Auto
Thames Valley Police
Wilkins Kennedy

CERTIFICATE OF COMMENDATION

3M UK PLC
Advantiv Ltd
ATB Accounting
AWR Mechanical
Berkshire Labels Ltd
Codelocks Ltd
Gowrings Mobility Group Ltd
Kosnic Lighting Ltd
Marley Eternit Ltd
MDE Services Group
Metal Improvement Company
Net Team TX Ltd
Newbury Community Resouce Centre
Newbury Investments Ltd
Newbury Tool Hire
Nirvana Spa
Nustream
Pollet Pool Group UK Ltd
Prior's Court Foundation
Rebound Electronics
Ross Brooke
St Bartholomew School
Team Technologies Ltd
Technical Services Ltd
Thatcham Research
TLC Plumbing and Heating
Vectorworks UK Ltd
Xtrac



THE WBTC PLATINUM AWARD

Two WBTC Members are eligible for our Platinum Award. James Cowper Kreston and Bayer Plc have achieved the Certificate of Excellence for five consecutive years and will be presented with their Platinum Awards at our Apprentice Graduation & Rising Stars ceremony on Wednesday 15th May 2019 at Arlington Arts Centre.

Platinum Award winners since 2010 include:

- SPX Flow
- West Berkshire Council
- Compressor Products International
- BGM Heating & Plumbing Ltd
- Benchmark Furniture
- Sovereign Housing
- Bayer Plc
- James Cowper Kreston

WHAT HAPPENS NEXT?

My colleagues Karen, Nikki and Rachel will be booking visits to present all WBTC Members with their awards throughout December & January.

CONGRATULATIONS TO...

Well done to Charlie Brown of RSK Plumbing and Heating who has achieved his Advanced Apprenticeship in Plumbing and Heating

Charlie said "My apprenticeship has given me employment in the sector I wanted to work in and has given me a trade for life. I found the gas element of the qualification a lot more intense and complex than the plumbing side of my qualification but I am glad I did the advanced apprenticeship as it has given me more scope for the future. Before starting my apprenticeship I found talking to people I didn't know daunting, but now I feel confident talking to customers and suppliers. I've really enjoyed working with Robbie and Rob and I'm pleased I've been able to complete my apprenticeship with them. To anyone thinking about doing a plumbing apprenticeship, I'd tell them to do it. 100% do it!"

Hazel Thomas, Charlie's Training Consultant said "Charlie has been the model student throughout his apprenticeship, with fantastic attendance at training and great feedback from his tutors and from Rob and Robbie. Charlie has gained lots of new knowledge and skills and has become a valuable member of the RSK team. I know that Charlie is going to be very successful in his future career and all of us at WBTC wish him the best of luck."

For more information on RSK Plumbing & Heating visit their website www.rskplumbingandheating.co.uk



Above (left to right): Rob King, Charlie Brown & Robbie Sadler.

...Charlie has gained lots of new knowledge and skills and has become a valuable member of the RSK team...

HEALTH & SAFETY NEWS

DRINK DRIVING; IT'S DANGEROUS AND STUPID

The party season is sadly also a time when the less sensible think it's a good idea to drink and drive. While society views drink drivers as irresponsible idiots an alarming 85,000 people each year are convicted of drink-drive offences. That's the equivalent of the entire population of Basingstoke being convicted of drink driving each year. (I'm in no way suggesting that Basingstoke has a drinking problem).

Fortunately the number of people killed as a result of drink driving is starkly down from the 1970s when it was over 1600 casualties per year. Still, nearly 250 people die each year and that represents 250 families and communities devastated by selfish drivers who feel entitled to drink and then drive.

Here are some sobering statistics

- 9,000+ people each year are killed or injured as a result of drink driving.
- 85% of drink-drive convictions are male
- The Institute of Advanced Motorists calculate that a drink-drive conviction could cost between £20,000 - £50,000 as a result of fines, solicitors fees, increase in car insurance and loss of job.

Drink driving offences and penalties

If a person is found guilty of drink driving they can be fined, banned from driving or even imprisoned. These punishments depend on the seriousness of the offence which according to gov.uk include:

- Being in charge of a vehicle while above the legal limit or unfit through drink. This could result in 3 months' imprisonment, up to £2500 fine and a possible driving ban.
- Driving or attempting to drive while above the legal limit or unfit through drink. A person could get 6 months' imprisonment, an unlimited fine or a driving ban for at least 1 year (3 years if convicted twice in 10 years).



- Refusing to provide a specimen of breath, blood or urine for analysis. Refusal could lead to 6 months' imprisonment, an unlimited fine or a ban from driving for at least 1 year.
- Causing death by careless driving when under the influence of drink. This serious offence could result in 14 years' imprisonment, an unlimited fine, a ban from driving for at least 2 years or an extended driving test before your licence is returned.

Consumption of alcohol, even in modest amounts, impacts upon judgement and reaction times. If you see a colleague or friend drinking make sure they aren't planning to drive. Even a £40 taxi is better value than losing a driving licence, never mind the potentially lethal risk to others. The easiest thing to do in the world is to not drink and drive.

For helpful advice visit this link



BASINGSTOKE COLLEGE OF TECHNOLOGY (BCoT) CLIMBS LEAGUE TABLE OF FE COLLEGES



According to the latest league tables, Basingstoke College of Technology (BCoT) is in the top 16% of all UK further education colleges offering advanced technical skills training.

FE Week, a leading further education publication, announced the results of their annual league tables this week based on key criteria published by the Department of Education. These findings cement BCoT's position as the top vocational college locally and joint best in Hampshire.

BCoT also received a higher score for employer satisfaction, scoring 9 out of 10 for employer satisfaction compared to a score of 8 in 2017.

A very proud Principal Anthony Bravo said: "To be named in the top 16% of further education colleges nationally, in this important league, is a huge accolade and a testament to the outstanding teaching and learning delivered every day in every lesson here at BCoT. Our thanks too, to the college's many business and training partners and the invaluable contribution they make to securing our learner's futures."

The FE Week annual league tables are based on the following criteria: learner satisfaction, employer satisfaction, 16-18 positive progression and adults into employment. In the 2018 league table, 183 colleges have been ranked and scored against these key performance indicators.

WBTC formally joined the BCoT Group in August 2018 in a move that aims to provide increased opportunities to grow business, allow for wider tendering opportunities and create a stronger operating footprint for both organisations.

You can read more about BCoT's recent success in the FE Week league tables at www.bcot.ac.uk.

SAFEGUARDING & PREVENT DUTY WORK CHRISTMAS PARTIES

In this litigious age, many company owners and managers are rightfully mindful of their responsibilities when it comes to the works Christmas-do. It's a great time to let your hair down, reflect on the hard work of 2018 and enjoy some time with colleagues. Yet, mixing working relationships and booze can sometimes be a recipe for disaster. So here are a few common-sense tips to help the works bash go off with a bang (in a good way)

Why are the policies important?

Without appropriate HR policies and procedures, behaviour at office Christmas parties can have major repercussions. Under health and safety laws, employers have a responsibility for their staff's actions, even outside of the normal working environment and hours. Any social event organised by the employer is automatically an 'extension of the workplace', regardless of the time or place of the event. If you employ under 18s you must also consider the risk assessments in place, in particular with regard to the consumption of alcohol.

What to tell employees

Firstly, you should never insist that everyone attends the holiday party. People may not want to attend the event for personal reasons (eg parental obligations or religious beliefs). Any insistence could be considered discrimination. Either as a part of the invitation, or shortly before the event, you should explain to all invitees what you expect of them. Employers should remind all employees (and other guests), that they are required to behave in a mature and responsible manner throughout the event.

Employee obligations

Under health and safety laws, all employees have a general duty to take reasonable care of their own health and safety. They also have the same duty to others who may be affected by their acts or omissions. Attendees must keep these obligations in mind when consuming alcohol.



Consumption of alcohol

Speaking of alcohol, you should remind your attendees that alcohol should be consumed in moderation. Make it clear that the provision of alcohol (e.g. free bar) should not be taken as an excuse to drink excessively. An employee who ends up Brahm's & Liszt may have to account for their behaviour the morning after. Remember, actions, words, behaviour at a work social event are just the same as during a normal working day.

You can read more about employer and employee obligations in this regard by [clicking here](#).

If you would like further advice and guidance then contact me via martyn@wbtc-uk.com



WORKSHOPS, COURSES AND ACTIVITIES

Most of the training workshops below are free of charge to WBTC members which means apprentices, work place mentors or any of your staff can attend. To book, please use the email address against each event. Spaces go fast so please let us know ASAP if you wish to make a reservation.

We operate a £50 no-show fee for anyone who doesn't attend without notice on any 'free of charge' course. This will be invoiced care of the employer. WBTC have enhanced the confirmation process as follows

- We'll confirm your attendance by email.
- We'll confirm your space with your employer and remind you prior to the event.

JANUARY 2019

PRESENTATION SKILLS

Avoid those death-by-PowerPoint sessions where a presenter drones on and learn to wow and engage your audience. This session will equip you with the confidence to create eye catching, ear catching and involving presentations. It will explore audience engagement, projecting your voice and using presentation aids in a sparing but innovative way.

Venue: WBTC
 Date: Friday 11th January 2019
 Time: 09:30 - 16:00
 Contact: maria@wbtc-uk.com
 karenf@wbtc-uk.com
 Cost: **FREE for WBTC members**
 £149 for non members



MANAGING QUALITY PROJECTS

This module encourages the learner to practically apply the knowledge gained by planning, implementing and evaluating a work based project within their own organisation. Delegates will cover:

- Understand the principles of Project Management.
- Describe the stages of Project Management.
- Explain the skills required for effective Project Management.
- Define factors that influence the outcome of a project.

Venue: WBTC
 Date: Friday 18th January 2019
 Time: 09:30 - 16:00
 Contact: maria@wbtc-uk.com
 karenf@wbtc-uk.com
 Cost: **FREE for WBTC members** £149 for non members



BRITISH SAFETY COUNCIL LEVEL 2 HEALTH & SAFETY IN THE WORKPLACE

This popular one day course is ideal for health and safety purposes and equips delegates with the skills and confidence in the workplace. **Full details are on this link.**

Venue: WBTC
 Date: Friday 25th January 2019
 Time: 09:30 - 16:00
 Contact: maria@wbtc-uk.com karenf@wbtc-uk.com
 Cost: **FREE for WBTC members** £199 for non members



FEBRUARY 2019

CHANGE MANAGEMENT

Managing change is often one of the most challenging roles of a team leader or manager. Some staff fear it, some love it and then there are those in between. This session explores the roller coaster of emotions and reactions to change and how they can be effectively managed. Take your team on an adventure together, embrace change and make exciting things happen by attending this engaging workshop.

Venue: WBTC
 Date: Friday 1st February 2019
 Time: 09:30 - 16:00
 Contact: maria@wbtc-uk.com
 karenf@wbtc-uk.com
 Cost: **FREE for WBTC members** £199 for non members



PARLIAMENT TOUR

Wednesday 20th Feb 2019 - 0800-1600.

This fully guided tour of the Palace of Westminster gives you a chance to learn about the heart of our democracy. Transport will be provided from our offices or participants can meet us in London. *(This is only open to WBTC Members and is free of charge. Penalty for no-show or late cancellation will be £100. The offices of the UK Parliament have placed an UPPER age restrictions, we can only accept bookings for apprentices/learners aged 16-18.)* To book or for more information, please email Nicola@wbtc-uk.com

WBTC

West Berkshire Training Consortium
 Consortium House
 7 Cheap Street, Newbury
 Berkshire. RG14 5DD
 Tel: 01635 35975
www.wbtc-uk.com

facebook.com/WBTCNewbury
 twitter.com/WBTCNewbury
 Matt Garvey LinkedIn