



training times

The Official Publication of

north lincs
training group

...the home of Apprenticeships

Spring 2015 Issue No.24

Grand Opening of Fleetwood Vocational Centre of Excellence



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8 Medals for Excellence in 2015! (pg6)

Member Company	Nature of Business	Contact	Telephone
Accrington Grinding Co.	Precision Tool Grinders	Russell Kenyon	01254-383088
Atrium Legal Services	Industrial Disease Claim Specialists	Matthew Horne	0800-840-1541
Baron Mercer Ltd.	Chair Frames, Office Chairs, Bar Furniture, Upholstery, Church Furniture	David Baron	01254-237953
Bradshaw Pattern Co.	High Quality Cabinet Making	David Scholes	0161-624-5043
Bridgecraft Furniture Ltd.	Upholstery	Stuart Chadwick	01422-881000
The Cumberland Pencil Co.	Pencils	Simon Wells/Judy Marsland	01900-609590
Dalesmade Ltd.	Manufacturer of Hand Crafted Kitchens	Daniel Lambert	01729-824449
Dean House Plc.	Fitted Kitchen and Bedroom Furniture Manufacturers	Noel Dean/Steve Markowicz	0161-627-0042
Delta Laminates Ltd.	Laminate Fabricators	Garry Rowland	01942-295170
Durr Furniture Ltd.	Fitted Kitchens	Mark Durr	01457-871-941
English Hardwood Design	Solid Wood Fitted Kitchen and Bedroom Furniture	Paul Anderson	01524-735077
Float Glass Industries	Glass Processing, Merchenting	Eileen Foster/Dawn Offland	0161-946-8000
G M Fitted Furniture	Fitted Bedrooms and Kitchens	Shirley Aspinall	01254-872445
Hill's Panel Products Ltd.	Kitchen and Component Manufacturers	Stephen Hill	0161-628-6100
Imperial Office Furniture Ltd.	Office Furniture Manufacturers	Jeremy Bennett	01204-364602
Interform Contract Furniture	School and College Furniture	David Monks	01282-614974
Linden Upholstery	Upholstery	Jane Coltman	01900-64787
Mardan Products Ltd.	Manufacturers of Plastic Display Products	Gill Waller	01706-816692
Martin Moore Manufacturing Ltd.	Bespoke Kitchen and Bedrooms	Paul Hill	01422-314888
Mills & Scott	Hardwood Kitchen and Bedroom Furniture	Phillip Mills/Adrian Scott	01282-431128
Orthoplastics Ltd.	Medical Plastics	Stuart Green	01706 874171
M A Platt Ltd.	Tables and Occasional Furniture	Nigel Platt	01254-234743
PLASTOREG Smidt GmbH	Office Filing Systems	Andrew Smillie	0161-335-2630
Quadrant EPP UK Ltd.	High Density Plastics	Joe Norwood	01706-811000
Rothwell & Thomas Ltd.	Hand Crafted Custom Made Furniture	Tom Shaughnessy	0161-832-9100
Saxon Furniture Ltd.	Leather Furniture	Robert Jolly	01204-365377
Shaw Timber Ltd.	Timber and Sheet Material Component Manufacturers and Assemblers	Chris Woodhead	01484-848484
Simpsons of Greenfield Mill Ltd.	Fitted Kitchens and Free Standing Furniture in Hardwood and Pine	Steve Simpson/Philip Simpson	01282-863988
Solo Sports Brands Ltd.	Distributors of Sporting Goods	Deborah Poulson/Garry Beardwood	01539-622322
Specialised Hardwoods Ltd.	Timber Suppliers	John Fagan	01925-767770
Top Drawer Components Ltd.	Moulding and Wood Component Manufacturers	David Clare	01706-870-110
The Lighting & Interiors Group Ltd.	Lamp and Lampshade Manufacturers	Oliver Tinkler	01204-707277
Vale Upholstery Ltd.	Upholstery	Stuart Chadwick	01422-885000
Whitehall Fabrications Ltd.	Corian Fabricators and Installers	Mike Greenwood/Graham McCormack	0113-2444892
3Y Group	Kitchens	Paddy Young	028-7964-2501
Ardboe Manufacturing Co Ltd.	Kitchens and Upholstery	Patsy Forbes	028-8673-7348
Alfred Briggs (Alwood) Ltd.	Solid Wood Fitted Kitchen and Bedroom Manufacturers	Wilson Briggs	028-3832-3296
W Oliver (Exorna) Ltd.	Kitchen Manufacturers	Willie Oliver	028-7035-6501
Petal Postforming Ltd.	Postforming	Patrick Monaghan	028-6862-1766
John Sheridan & Sons Ltd.	Office and Hotel Bedroom Furniture, Specialist Joinery and Coffins	Sean Sheridan	028-6632-2510
Specialist Joinery Fittings Ltd.	Specialist Joinery Bars and Receptions	John O'Hagan	028-7964-3021
T W McDonagh Ltd.	One Off Bespoke Furniture Design	Terry McDonagh	028-3833-3215
Top Glass Contracts Ltd.	Decorative Glass/Mirror Manufacturers	James O'Kane	028-7965-9333
Trade Mouldings Limited	Doors and Mouldings	Conor Mac Oscar	028-8676-2993


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Jim's View

Apprenticeships are, as they used to be, becoming more available. Today we have 2500 on our programme and unbelievably have at present got over 500 vacancies. The occupations we cover are: Furniture and Interior Occupations, Woodmachining, Business Administration, Customer Service, Information Technology, Catering and Hospitality, Food Manufacturing, General Manufacturing, Warehouse and Storage, Glass Occupations, Carpentry and Joinery, Team Leading and Management.

As somebody who served an Apprenticeship and loved every day of it, I find it hard to believe that there are so many young people in the NEET Group i.e. Not in Employment, Education or Training when there are jobs i.e. employment available from day one, guaranteed wages related to age and a career for life.



I served my Apprenticeship at De Havilland Aircraft Company (a company with 4000 employees at the Lostock Bolton factory), they employed 100 apprentices each year. How much did we value our Apprenticeships? At the age of 17, four of us became professional footballers. Did we give our Apprenticeships up? – no chance – we all signed as professional footballers but insisted to the four clubs that it would be on a part time professional basis until we completed our Apprenticeships on our 21st birthdays i.e. Alan Hart - Burnley (1st Division), Brian Dunning - Stockport County (Division 3 North), Myself - Bury (2nd Division) and Frank Wignall - Everton (1st Division) and later an England International.

Our North Lancs Training Group Recruitment and Sales departments have put great effort into finding vacancies for Apprenticeships and young persons to fill vacancies. Also, of course, our Training Officers have raised many vacancies in companies that they visit. They have raised and filled numerous vacancies in the past 9 months, and as quoted earlier, we still have 500 Apprenticeship vacancies available.

Do we, North Lancs Training Group, practice what we preach? At present we have 27 apprentices in employment with us. Of our staff of 260 – 33 have served their Apprenticeships with us, many now have company cars and very desirable jobs. Of our 6 senior managers, 3 were apprentices via North Lancs Training Group i.e. Collette Humphreys - North Lancs Training Group, Damian Crawshaw - E.J. Riley (Snooker) and Chris Lovell - C.D. Pierce Upholstery.



Jim Harkness MBE
Managing Director

A Message from the Chairman

Nights are starting to pull out and I will soon be able to go for a bike ride after work. Can't wait!

As you will all be aware, 2015 is going to be a tough year at North Lancs Training Group due to the changes in the government payment method. Discussions at the board meeting with Jim, Pam and senior managers give me the utmost confidence that NLTG will come through this even stronger. This is where all the hard work and I have to say prudence on the part of Jim and Pam over many years are paying dividends now as you are financially in probably the best position of any of your competitors.



Steve Simpson

Generally, work is picking up really well within business, which means that training and especially apprentices are going to be required even more. Most company directors I talk to are very positive about the future.

I attended a great opening day at Fleetwood. The event, as usual, was well presented and well attended by staff, local dignitaries and students who were only too willing to join in the spirit of the day. It was especially good for me as I met Steve Davis, a boyhood hero of mine as I almost grew up with him on TV and he is within days the same age as myself. What a great ambassador of NLTG. The premises are a credit to NLTG and a great asset to Fleetwood. I am sure that the jobs that will be created by its presence are really needed. Well done everyone!

The Turf Moor skills event was a great success and is a good example of pushing your message out to a wider audience. This kind of event to get the message out there is crucial as competition will get stronger from colleges and other training providers.

I particularly wanted to mention the article about Lauren Codling, 2014 winner of the NLTG Apprentice of the Year. This award has become the ultimate representation of what NLTG is all about and Lauren certainly is an inspiration to us all, showing an amazing strength of character and compassion. She proves that whatever life throws at us there is a way through to success if we can keep focused.

Steve Simpson
Chairman

Just imagine...

Business is going well, in fact, very well indeed:-

1. The new product line has really taken off.
2. New sources of supply have given us higher quality at a lower price.
3. The Spanish market, now in its second year, has exceeded all expectations.
4. We have twelve more staff – turnover of staff is close to non-existent.
5. Five apprentices have completed their time successfully - three in the factory and two in Marketing.
6. Sales revenue is ahead of budget and at a better gross margin.
7. Bottom line net profit is the best yet and, with tight control of stocks and debtors, capital investment is at an all time high.



How does a company manage to get it so right? I will tell you.

Firstly, it recognises that the business is made up of a number of functions; for example, in a furniture manufacturer the functions are likely to include:

1) RESEARCH

Finding out the facts about:

- sources of supply
- the labour market
- customers – present and potential
- competitors

and a host of other functions upon which the business depends for its success:

2) PRODUCT DEVELOPMENT

3) THE PURCHASING FUNCTION

4) THE MANUFACTURING FUNCTION

5) THE MARKETING FUNCTION

6) THE SELLING FUNCTION

7) THE DISTRIBUTION FUNCTION

8) THE STAFF FUNCTION

9) THE FINANCIAL CONTROL FUNCTION

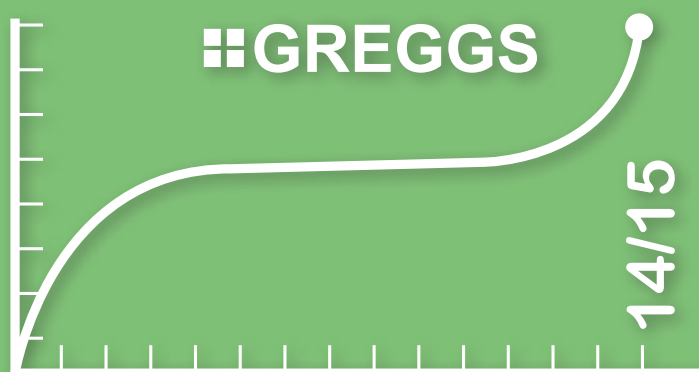
Each one of these functions should be working to a defined set of objectives and each one of these should be supported by a set of projects necessary to bring the defined aims about.

The defined objectives and the projects supporting them should be hammered out in discussion between the manager of the function and the boss. These need to be discussed and redefined between the pair of them continuously as the real world bears down upon the business.

If all this sounds a bit theoretical and time wasting, it isn't. It is the only way of ensuring that the company is doing what it needs to be doing.

A REAL EXAMPLE

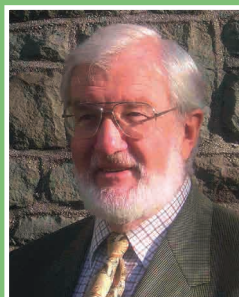
A few months ago my 'BUSINESS MATTERS' article mentioned Greggs Bakery. After many years of successful growth their performance began to lag. They told the world that they recognised it and, surprisingly, told the world what they were going to do about it. Last December, The Daily Telegraph wrote that "...they delighted the City by reporting that sales and profits were growing faster than expected; sales had grown by 5.2% as customers snapped up its new coffee and new products; Greggs had revamped many of their shops so that customers can sit down to eat their food. This has been a key move for Greggs as it fends off competition from coffee shops in the high streets and supermarkets. Profits for the full year to January should be ahead of expectations."



Greggs were big enough to admit that commodity prices had moved in their favour...and the warm summer kept up the footfall around their shops.

Well, we all need a little bit of luck sometimes – but we can't rely upon it. Managing a business successfully is about keeping all of the plates, spinning...all of the time.

Good luck,
Viv Stokes



NLTG Employee of the Year 2014 Dez Wilkinson

Dez applied for the role of NLTG Trainer of Training Officers when the post became available due to an internal promotion in 2013. Dez was selected for the role following interviews of himself and other high quality internal applicants. This job function is a key role within NLTG ensuring new and existing staff are trained/re-trained/kept up to date and supported in a structured and consistent manner. One of the noticeable benefits of this is that new starters become competent in their role far quicker.

Dez has fully embraced the job with a desire and commitment and, not only did he get up to speed with being able to understand the job, he has significantly developed it in the last 12 months. Quite simply, his progress has been outstanding.

Dez has brought new ideas, initiative and a doggedness to ensuring the job gets done. He has an appetite for developing himself and others, as well as quality improvements within the role. His IT skills have also been extremely beneficial, particularly during this year where NLTG has and continues to engage more with technology (e.g. e-portfolios, e-sign on). Quite simply, NLTG might have struggled without his involvement in this development.

It is quite clear that he thoroughly enjoys his role, he is always positive and willing to help. He also made significant contributions towards improving the standards of Teaching, Learning and Assessment via input into curriculum development for the various occupational areas of delivery. Moving forward, this will benefit future/existing apprentices, employers and staff.

Dez is well respected at all levels (from new starts, to delivery staff, to Team Leaders and to Team Managers) and winning of NLTG Employee of the Year is a deserved recognition of his achievements this year. Well done Dez!

Simon Clarke - NLTG H&S Manager



NLTG Apprentice of the Year 2014 Lauren Codling

Lauren is a confident, focused and talented young lady who has almost completed her Business Administration Level 3 Apprenticeship.

Lauren was a young carer from the age of 13 and has overcome many hurdles in the past 7 years to get to where she is now. At the age of 16, having dropped out of college, she started meeting with NLTG in Blackpool, went for a few interviews, found a fantastic placement in a company called VLLANCS and started her Business Administration Level 2 with North Lancs. Over the following year, with support from her company and Training Officer, Barbara Croft, Lauren completed her Level 2 and started working towards her Business Administration Level 3.

In June 2014, Lauren was offered a position with a local carers centre, Carers Trust Fylde Coast, who had been her support for over two years and Lauren felt she could not refuse their offer of "Young Carers Champion".

Lauren feels she has had the chance to give back the support she received from her worker at the Carers Centre by supporting other young carers to achieve their potential and truly have an equal opportunity to life. She is on a steering group for assessing national grant applications for other Carers Centres across the UK, is completing her

Gold Duke of Edinburgh Awards along with volunteering for a local mental health helpline. She is also only one visit away from achieving her Business Administration Level 3 Apprenticeship.

Lauren has recently been to an event with the NHS around young carers and their rights and how we can better support them in the future and she got to interview the CEO of NHS England, Simon Stevens. From that event, Lauren was asked to complete a fifteen minute presentation in London to the NHS Changemakers about her story and how better support from the NHS would have helped her life.

What a remarkable young lady who can look forward to a bright and colourful future.

Jill Partington - Business Admin Team Leader



CIPD welcomes Government's "two millionth Apprenticeship" announcement, but schools as well as employers need to champion the cause...



Responding to the announcement of the two millionth Apprenticeship of the current Parliament by the Government today (Tuesday 9 December), Katerina Rüdiger, Head of Skills and Policy Campaigns at the CIPD, the professional body for HR and people development, said, "Today's news that the Government has successfully fulfilled its promise of starting two million apprentices during this Parliament is very positive, and it's encouraging to see the number of employers recognising Apprenticeships as a valuable route into the labour market."

Despite this steady progress, Apprenticeships are still not a game-changer in the world of work. Every day, employers are creating new opportunities across a broad range of industries but there is still a low awareness of schemes, particularly amongst young people and parents. According to CIPD research, 40% of Apprenticeships currently receive just five or fewer applications and only 15% of parents say that they have received enough information on Apprenticeship schemes.

A further challenge lies in the unwarranted but enduring perception that Apprenticeships are 'second-rate' to a university experience when it comes to entering the workplace; in fact, the ratio of young people applying for higher Apprenticeships versus university degrees is still only one in every ninety. In their efforts to prepare young people for future careers, schools and colleges need to be actively promoting Apprenticeships alongside university education as an equal and valuable route into the world of work.



Employers can also work together with schools to engage with young people as they approach the end of their secondary education. Careers fairs and insights talks, online platforms, mentoring and work experience are just some of the ways to do this and are an excellent opportunity to provide young people and their parents with the information they need to recognise Apprenticeships for the progressive and rewarding career paths that they can create."

Original source: <http://www.cipd.co.uk/pressoffice/press-releases/two-millionth-apprenticeship.aspx>

Watch this space! NLTG have won a further 8 City and Guilds Gold Medals for Excellence!

Over the years, NLTG have had great success with the City and Guilds prestigious Medals for Excellence Awards. In 2013 we won 5 medals, which was amazing. In 2014 we continued with the success winning another 5 medals. It has just been announced by City and Guilds that we have won 8 Medals for Excellence being an all-time record beating our six medals achieved in 2009. This year's medals have been achieved across our Business Administration, IT, Customer Service, Warehouse and Storage, Manufacturing, Catering and Hospitality teams and the Lecturer/Trainer Awards which have been won by our Study Programme and Job Centre

Plus staff, making this an outstanding achievement for all the learners and teachers who have shown dedication within their respective fields. More information on our outstanding achievements will appear in our next issue of the Training Times.



Chris Sherratt - Quality Improvement Officer

Terry Shaw – from Apprentice to Manager



About Terry

Terry was born in Oldham and has lived there ever since. He started working at Hill's Panel Products (HPP) as an apprentice over 28 years ago and has been an integral part in their manufacturing capabilities, producing high quality kitchens for a department then known as 'Hill's Interiors'.

Can you remember being an Apprentice?

Only just! I've worked at HPP for over 28 years now and have had a varied career at the company. My Apprenticeship started with me working on the shop floor manufacturing kitchen doors to order for what was then a small base of customers loyal to the newly formed company Hill's Panel Products. From there, the company trained me, developed my skills and helped me to progress through varied roles, including working in the machine shop, acting in a full time supervisory role and later moving into a management position.

What is your current job role?

My current role at HPP is Production Manager. This involves me overseeing the day to day running of our manufacturing facility, scheduling and managing jobs coming in and out of the business and helping staff with any questions or issues they might have.

I also get involved quite heavily in scheduling workflows and work closely with my line manager to ensure everything is running smoothly and to schedule.

How has your role changed over the years?

My role at HPP has changed dramatically since starting here as an apprentice. Over the years, I've seen steady progression from working on the shop floor, to becoming a delivery van driver with a slight sales slant, machine shop operative, supervisor and, nine years ago, becoming Production Manager.

What has been your biggest contribution to HPP?

I'm an extremely reliable member of staff who management and staff at HPP know they can rely on, with very few sick days during my career and the ability to help and guide staff when they need it the most. I'd like to think I've contributed quite widely to HPP and its manufacturing capability too. As the company has grown, so too has our training, innovation

and capabilities. I've contributed to the development of new processes and production techniques, as well as the management of specifying and installing new machinery that has helped widen our offer whilst also increasing our production output – all of which are helping to grow and differentiate the business.

Who offered you the most support and inspiration whilst developing at HPP?

The works manager, Steve Hannan, is certainly an influential character who helped me considerably throughout my journey at HPP.

He always managed to see the strengths I possessed and how they could be best utilised within the business. After a long service in various roles at HPP, he felt I was the right man for the job when the role of Production Manager became available and I appreciate the support and guidance he provided to me during this transition and even to this day.

What is the best thing about working at HPP?

The company is a great place to work. It has a really good family feel to it as it's still privately owned and staff and management are always looking out for each other; helping to ensure the job is done to the best of everyone's ability. It's got a great feeling that I don't think is that common in other large businesses these days.

Favourite Book:

I'm a big fan of autobiographies and recently finished reading about Steven Gerrard. It's a great read, especially if you're a Liverpool fan like me!

Favourite Food:

You can't beat a good steak or a decent chicken dinner. Superb!

Favourite TV Programme:

I watch lots of sports but also love Only Fools and Horses, even watching re-runs to this very day, they never get old!

Do you have any dislikes?

Manchester United Fans! I'm a true Liverpool supporter so it comes with the territory.

If you could invite anyone to a dinner, who would they be?

Steven Gerrard, Kenny Dalglish and finally Jim Carey for a bit of laughter and fun.

What was the most pivotal moment in your life?

There have been quite a few. In my earlier years, I played rugby to a high standard and scored the winning try in a cup final so that was quite a memorable day, but most of all, the births of my three children would have to be the most pivotal of all.

First Level 3 Glass Related Distribution and Warehousing for Regency Glass

Pictured on receipt of his Level 3 Glass Related Distribution and Warehousing certificate is Daniel Aspden, an employee in the despatch department of Regency Glass in Leigh.



Daniel is the first candidate to achieve this qualification via the NLTG Advanced Apprenticeship scheme. He had completed his Level 2 Glass Processing and Level 3 Glass Processing qualifications in past years and was keen to add the glass warehousing award to his CV when it became available. Daniel said, "I am proud to be the first to achieve this via NLTG and am always looking to improve my skills, I was told that the GQA qualifications were recognised widely and was surprised to find that on a recent 12 month working visit to Australia my glass processing certificate got me a job over there."

Regency Glass have been consistently committed to the GQA suite of NVQs and NLTG Apprenticeships, of which 40 members of staff have now completed. Production Director Wayne Fitzmartin said, "Since we began with the Apprenticeship scheme around 12 years ago, we have made it a policy to offer it to all staff and include this in the initial training plan for new staff. The Apprenticeships have made a difference, staff are motivated and have a better depth of knowledge of health and safety and waste management as well as the importance of team work. During this period we have worked closely with NLTG and in particular Paul Fairhurst and Jennifer Wray and would like to thank them for their support and commitment. Regency Glass have recently nominated a further 19 candidates for the Apprenticeship scheme."

Paul Fairhurst - NLTG Training Officer

James Dilloway

Excerpt from James's Medals for Excellence Nomination

James was enrolled onto the NVQ programme in January 2010 and works as a Service Technician. James has direct contact with customers in Europe including Spain, Italy, France, Germany and Holland.



James's confidence and aptitude to his role since he first enrolled onto the NVQ qualification can be described as no less than 'amazing'.

"He has developed a better understanding of customers in the market place as well as customer retention and how fundamental this is for any successful organisation. His confidence and stature has seriously opened up despite his young age and he has matured naturally into all of his new roles and responsibilities since starting on his Apprenticeship." - Gill Kaneen (Manager)

Since starting the NVQ, James has fully supported, trained and mentored another member of the team, Aaron Bond. Aaron has since completed his Level 2 and Level 3 Customer Service Apprenticeships and has also progressed into a full time Field Sales position within the company.

James was put in charge of mentoring coaching, quality control and external calls from dealer networks who call for advice and help, with the majority of organisations being UK based but also include Dutch, French, German and various other multinational clients. He has also developed his role entailing email support and dealing with international service problems whilst assisting and negotiating with clients, as well as redirecting customers in the right direction for the appropriate support. James's role has also developed to incorporate Standard Operating Procedures. These are the organisation's guidelines on certain service and repair procedures with full diagram instructions to help promote understanding of the operational procedure to be undertaken. He is now solely responsible for the writing and the production of these set procedures.

Dave Archer - NLTG Training Officer

James has since been awarded a Medal for Excellence from City and Guilds!



Jonathan Trevitt (Left) and Andrew Walker (Right)

HSL supervisors achieve Assessor Certificate

Congratulations to Andrew Walker and Jonathan Trevitt who have successfully completed their in-company assessor certificate. Both Jonathan and Andrew have also completed their Diploma in Upholstery and Soft Furnishings Level 3 Apprenticeships, which ran alongside the assessor certificate.

This has helped them significantly with their job roles of Training Department Supervisors within the company at HSL Manufacturing in Batley, West Yorkshire. The certificate will now enhance their training and support of all the other new trainees and Apprenticeship learners within the company. They will be supporting our own NLTG Training Officers by completing active and portfolio assessments, judging competence and referencing achievements.

But it doesn't stop there, we are continuing our support by providing the equipment needed to assess the new

e-portfolio qualifications such as cameras, voice recorders and a laptop. Training on the new Learning Assistant e-portfolio system will now continue with Jonathan and Andrew. This will prove essential as NLTG move into a new era of information, communication and technology based qualifications.

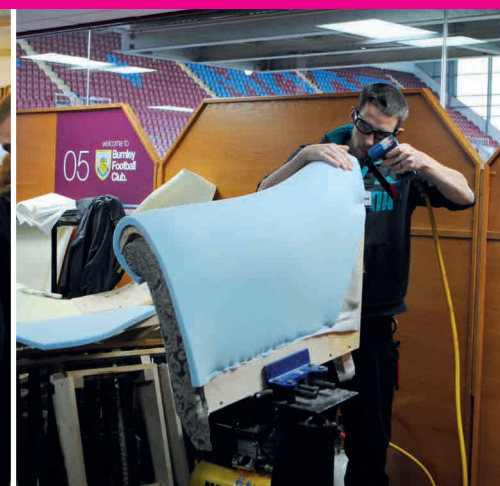
"We would both like to thank Mary Leybourne, Graham Cornwell and Russell Large for their ongoing support and guidance throughout the assessor certificate. Achieving it has really given us a lot more confidence to help and support the newer members of our team and learners within our own training department. We are both now looking forward to the next challenge which will be the e-portfolio training on Learning Assistant." - Jonathan Trevitt and Andrew Walker

Graham Cornwell - NLTG Training Officer

The 16th and 17th of October 2014 saw the Lancashire Skills Festival hold a skills event at Preston's Grasshoppers Rugby Club. North Lincs Training Group, as well as other Training Providers and colleges, attended on both days with exciting 'Have A Go' activities for the school pupils and others to have a taster into different industries and have a bit of fun. Companies from the surrounding area also came along with activities to engage with the students and potential future apprentices and employees.

From NLTG, we had some of our professional Catering Team, including one of our catering apprentices, making mocktails (non-alcoholic cocktails) and decorating mini cakes to provide an opportunity for young people to have an insight into what it is like to be in the catering and hospitality industry. We also had our expert Furniture Team there along with one of our apprentice employers, Plumbs, who were showing students how to upholster some furniture and also give them an opportunity to try so they could get a feel for what it is like to upholster and also what goes into it behind the scenes.

The day was informative and a great success with many good reviews and comments from pupils, teachers and others.



NLTG attended another successful Skills Show event at Burnley's Turf Moor on the 13th and 14th November 2014. North Lincs Training Group were there on both days with some great employers and fun 'Have A Go' activities for the students from local schools to get involved in.

One of NLTG's employers, James' Places, were doing a 2 egg omelette challenge letting the students whisk, make and best of all, eat their creations. We also had another fantastic employer there, Vale-Bridgecraft, who had students having a taster at upholstering the arm of a sofa, giving them a real insight to working on a shop floor. NLTG had our professional Training Officers on a glass leading stand, mocktail making stand and also a warehousing and logistics stand.

All the students had a great day and gained great insight into training opportunities and careers options upon leaving school.



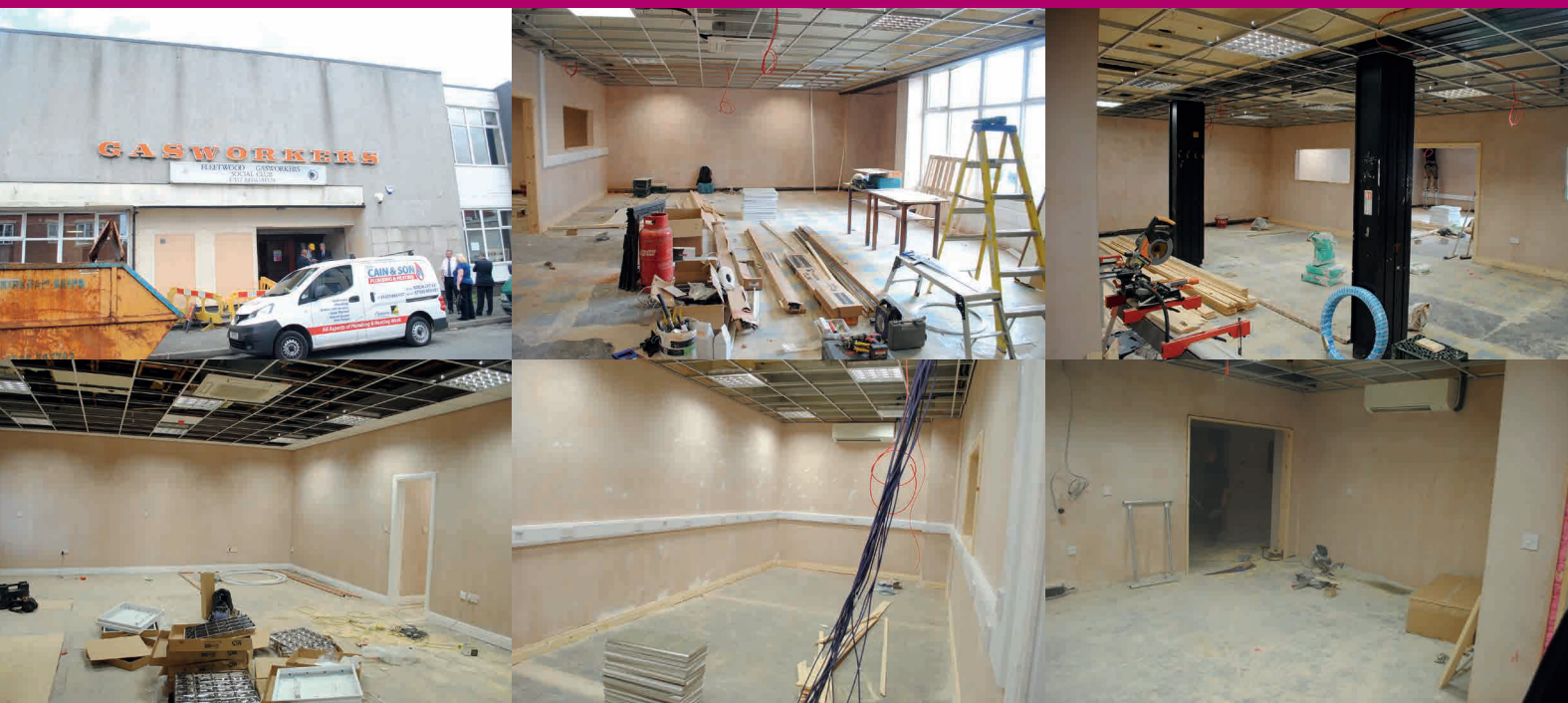
Where it all began

North Lancs Training Group bought the Gas Workers' Social Club on Preston St, Fleetwood back in August 2013.

The building was purchased for £288,000 and was in need of a full restoration to bring it up to the high standard, modern training facility we have today.

The restoration included everything from new wiring, plastering and building work to all the high tech equipment installed throughout the building. It took 14 months of hard work and dedication on the part of builders and staff to bring the centre to completion.

The total cost of the project was a staggering £1million, all invested to give the young people of Fleetwood a good start on their career paths.



CoVE Learners help with new Fleetwood Centre

The Centre of Vocational Excellence for Furniture learners have helped design and create the seating for the new Fleetwood Study Programme Centre.

As a project, and to assist the wood machinists, cabinet makers, upholsterers and polishing and finishing learners with their qualifications and experience, it was decided that the CoVE would undertake the task of making the furniture. Ideas were thought up for the design of the seating; it had to be practical, durable and of a high standard to represent the qualities of the learners.

The machinists and cabinet makers helped with planning,

design, cutting lists, optimising the material and safely and correctly machining the pieces.

The piece parts were then taken into the spray shop where the polishing and finishing learners prepared the parts for lacquering and helped create a durable and exquisite finish to the furniture. Colour samples were given as the furniture had to match the internal doors at the new centre.

The upholstery team were then given the task of covering the seating and making it comfortable for the learners to 'chill out' on. The seating was made in five and six foot lengths and the pads were made accordingly with removable cushions to allow for accidental damage.

The proof of how durable, comfortable and pleasing on the eye the furniture is will be when the Study Programme learners move into the centre and test it out for real.



The Grand Opening - 22nd October 2014

Wednesday 22nd October 2014 saw the Grand Opening of NLTG's brand new Vocational Centre of Excellence. The £1million investment from NLTG for the people of Fleetwood was opened by none other than snooker legend, Steve Davis. North Lancs Training Group staff, learners and board members as well as the Deputy Mayor, councillors, school representatives and business owners were all invited along to witness the drawing of the curtains and official opening ceremony of the new centre. Canapés were served to guests which included traditional Fleetwood fish and chips along with other fantastic creations put together by our professional catering staff and apprentices with the help of some Study Programme students.

Tours of the facilities were held for the guests showing them what really is on offer to the young people and how NLTG can help them to progress and make that next step in their life towards success. The doors were then opened to the public to come in and try taster sessions in the catering, hairdressing and manufacturing training facilities, as well as tours to show what is available to them. They also had the privilege of meeting and playing snooker with 6 times World Champion and UK snooker ace, Steve Davis.

Fleetwood Weekly News reporter Richard Hunt came along to chat with Steve Davis and members of the NLTG team to get more information on the centre and what we can offer students, so that he could write interesting articles to follow in the paper. Radio Wave also attended on the day to promote the opening with live link ups to the station, broadcasting 30 second interviews which are now available to listen to on our website.



"We are investing in young people, giving them the skills and the job placements they need to be ready for the workplace"
- **Jim Harkness MBE**
NLTG Managing Director



"I have developed a lot as an individual and working within a team. One of the best things here is helping people to build their confidence"
- **Declan Hodgkinson**
NLTG Apprentice



"This is a lovely new facility which can help young people find what they are good at and then get on in life" -
Steve Davis OBE

Case Study Megan Doody

Megan joined the Study Programme to work towards gaining work experience in a catering environment and receive support in improving her English and maths skills.

Megan worked towards achieving the Employability Certificate Level 1 and had excellent attendance throughout her time on programme. She was a very quiet young person who felt the programme could give her the confidence to progress into an Apprenticeship.

Megan achieved her Employability certificate by attending all her sessions. She was supported by the Skills for Life Team to help her achieve Functional Skills in English and maths. Her attitude towards English and maths has changed for the better through the support from Sue Peet. Megan has surprised herself and is determined to achieve her certificates.

Megan worked closely with her Keyworker and Work Experience Officer to organise a suitable work placement. Recruitment had a vacancy for a catering apprentice at Lumb Valley Care Home near to where Megan lives. The company were contacted and it was agreed for Megan to attend a pre meet to discuss the job role. Megan started placement and completed 7 weeks. Throughout her time at placement, regular reviews took place. The employer was happy with her progress and commented on seeing a difference in Megan's confidence growing as she is learning every day.

Megan was offered the Catering Apprenticeship and will be supported by her Keyworker for the next 12 weeks through company visits as extra support and her Training Officer will work with Megan to help her achieve her NVQ.

Vicky Smith - Accrington Work Experience Officer



Megan Doody

Oldham Work Experience Week

As part of work experience week, five of our budding catering and hospitality students visited The Royal Toby Hotel in Rochdale to gain an insight into the hotel industry. The visit included a guided tour and silver service training. Here is what one of our students, Alishia, had to say.

Alishia Nicholls, "We got to look at the bars, rooms and a glance at the kitchens. We got a tour of the hotel from Gillian which was an amazing experience. Speaking to the hotel staff made me think how much effort is made and I will definitely appreciate everything next time I stay at a hotel! Next we went into the dining room and were shown how to set up a table in a professional way for customers. I found the whole experience fun, exciting and fascinating. It has inspired me to become a full time qualified chef."

The visit really inspired our learners and gave them a unique 'behind the scenes' insight into the catering and hospitality industry. After visiting the Royal Toby, Alishia managed to gain a work trial in the kitchens of Treelands Care Home.

Alex Timmins-Jones - Oldham Work Experience Officer



Alishia Nicholls



Setting up tables

Case Study Mick Ashe

Bolstering his career in furnishings...

Mick Ashe came to the Blackpool Study Programme undecided on which career to pursue but certain that it should be something practical. After initial induction and discussion with Study Programme staff, Mick decided that he would like to try upholstery with J W Ham of Blackpool. After a successful premeet and interview, Mick attended regularly and learned new skills quickly from the vastly experienced staff. The experience gained bolstered Mick's practical skills and confidence whilst enhancing his CV and career prospects. This also helped Mick decide that he wanted a career in upholstery. After a successful placement, J W Ham offered Mick an Apprenticeship which he accepted and four months on reports are always positive and Mick is thoroughly enjoying both his work and training in company and at NLTG's Centre of Vocational Excellence in Accrington.

Phil Stones - Blackpool Work Experience Officer



Mick Ashe

Case Study Felix Doran

R Walker and Sons have previously taken advantage of the services of Lancashire County Council's Future Horizons programme with great success, so when Rachel Holden, the Business Engagement Manager from the Employment and Support Team at LCC, asked if we could offer work experience to a young person enrolled with the North Lancs Training Group, I agreed to have an informal interview with the candidate to see what we could offer. Felix came across in his interview as a confident and intelligent young man and it was obvious he was eager to learn more about the construction industry as a whole. During Felix's interview, I explained that we did have a couple of Apprenticeship vacancies available in plastering and fenestration, and should he prove himself during his work experience then there could be real opportunity of employment with R Walker and Sons (Preston) Ltd.

Felix commenced his work experience with us. His first week was spent in the workshop where he gained experience in identifying different timbers during deliveries, sorting and rotating stock, keeping the work shop and compound tidy, recycling waste and assisting the workshop supervisor with simple joinery tasks. Felix then moved on and worked with the plasterer on various commercial projects, this gave him experience of working on a live construction site where he had to follow strict Health and Safety rules and abide by rules of wearing the correct personal protective equipment for the task in hand. Following his work experience in plastering, Felix commenced work with the fenestration team. This involved assisting the fitters with window and door installations in customers' homes. He learnt to respect his working environment and R Walker & Sons' customers by being polite and courteous and keeping the work area clean.

Reports from Felix's supervisors were very positive with all of them saying he was a real hard worker and extremely keen to learn. It was becoming quite obvious that Felix was grabbing this opportunity with both hands. Following these positive reports, I decided to include Felix in our employee trainee programme and Felix joined us for some emergency first aid training which he completed and passed with flying colours and now has this invaluable training under his belt.

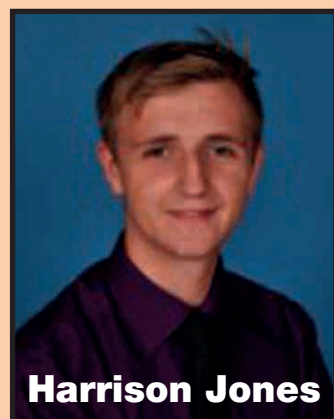
After 6 weeks of work experience, Felix and I met for a discussion to see which areas of work he had enjoyed – Felix had enjoyed all of it but expressed a particular interest in fenestration and it was with great delight that he accepted our offer of an Apprenticeship. Felix is now a proud employee of R Walker and Sons and is proving to be a real asset to the company.

Cheryl Nicholls - Office Manager at R Walker & Sons (Preston) Ltd



Felix Doran

Harrison goes above and beyond through Traineeship



Harrison Jones

In August 2014, Harrison Jones started a Traineeship at our brand new £1million Vocational Centre of Excellence in Fleetwood with the aim to help him gain work experience which would kick start his future career.

Harrison initially completed his first work placement at Wyre Borough Council within the IT department and then went onto complete

his second placement at Shakespeare Primary School in Fleetwood. Both employers gave excellent feedback on Harrison's appearance, attitude, punctuality and hard work, stating he would be an asset to any company. After

completing the course he successfully gained an NLTG Apprenticeship as an IT Technician at Shakespeare Primary School. Harrison is a model student and fully deserves his Apprenticeship.

The Head at the school has said that Harrison has settled in extremely well at the school. He has made a vast contribution to the school IT systems and sorts out technical jobs around the school. He is above and beyond what is expected of any apprentice. He is always there to help.

They are so impressed that he has gone onto IT NVQ Level 3 qualification and has been given 1 afternoon a week to help him complete his portfolio. He is working 30 hours per week compared to 25 for the Teaching Assistants.

Jane Pennington-Fryer - NLTG Training Officer



Success for Declan at NLTG



"Whilst I was on the Traineeship at NLTG I developed enormously as an individual. I have gained qualifications in Customer Service, First Aid and Employability. I also gained different skills whilst being on my Traineeship including the ability to make friends and building my teamwork skills. I have also improved my fitness levels by attending weekly sports sessions. One of the best things about North Lincs Training Group is the help

offered to build up your confidence.

I attended a work experience placement at Wyre Borough Council within the IT department which I really enjoyed. The role was really varied and I helped with stock holding, auditing work and inputting data. I loved the placement as I was busy and on my feet a lot which I enjoy.

When I finished the placement I wanted to work for the council but there were no opportunities. I decided to stay at North Lincs Training Group and applied to Recruitment. I was lucky enough to complete my second work experience placement at North Lincs Training Group, where I answered phones, greeted people as they entered the centre and did general office duties. After completing a two month work experience placement I was offered a Business Administration Apprenticeship with North Lincs Training Group which I enjoy thoroughly and I am now working towards a Business Administration NVQ Level 2 qualification."

Declan Hodgkinson - Administration Assistant



Apprenticeship Success at Betta Living

BETTA LIVING - STEVE MARKOWICZ

Betta Living
Choose Britain's favourite

Betta Living in Oldham has had a strong working relationship with North Lincs Training Group for many years. I have been supporting learners at the company for the last two years and asked Steve Markowicz, the person responsible for training, how working with North Lincs Training Group has benefitted his staff.



Firstly, what is your role at Betta Living?

I work in HR and Health and Safety.

How long have you been working with North Lincs Training Group?

Well, I've worked here for 27 years and have been working with North Lincs for more than 15 years.

Since North Lincs began working with Betta Living 58 individuals have achieved qualifications and 5 are still on programme, Matthew Lowe and Jamie Driscoll came to Betta Living via The Study Programme.

Thinking about Matt and Jamie [currently working towards Level 1 Functional English] how do you think they have developed since starting their training?

They have both benefitted, especially Jamie. At first it was hard to find a position for him but we spoke to Jamie and his parents and eventually he found his way to the machine shop, where he fits in well. He is definitely more confident and gets on with things. I think this is a result of the work and the training he receives. Matt has made steady progress throughout and has become a good asset.

What makes you give so many people the opportunity of doing work experience?

It gives local people, who don't have the best qualifications,

the opportunity to have a job. Working with North Lincs shows that we are providing formal training with accredited qualifications.

How do you feel when it doesn't work out with an apprentice?

Even when it doesn't work out we still want to give people a chance. We encourage people to come to us with any problems and do our best to sort them out. We used to offer people the position then go through a full induction, we now do work experience with them for 4-6 weeks and then take them on.

What do you think is the best thing about the training North Lincs Training Group has provided?

We are able to offer people a full package when they start. We are not labelling someone a trainee and just sticking them in the factory. Their work is assessed and accredited and we can offer them a viable proposition when we give them a job.

How has the company as a whole benefitted from the relationship with North Lincs Training Group?

I receive advice and assistance from Becky Ellis on HR and training and advice from Mick Leatherbarrow on Health and Safety, we really get the full package from North Lincs.

Melissa Watton - NLTG SFL Trainer

Christmas display piece creates a glow of Christmas spirit

North Lancs Training Group, boost the self-confidence of Job Centre plus learners in supporting local worthwhile causes.

The current local Job Centre Plus group have been involved with the themed Christmas Welcome Unit as part of the programme towards the City & Guilds Manufacturing Level 1 Award. The six day programme involves detailed upholstery and glass leading processes, which enhance skills along with opening up job opportunities in the future. The group pictured below were involved with the design along with their own work, which was implemented by the tutors: Richard Bulcock (glass) and Martin Kelly (upholstery).

Richard Bulcock, "The group commitment towards the design and completion was fantastic, we all had great fun and made a finished piece for the charity event."

The group worked to high standards and principles that are appropriate to current manufacturing methodology, which incorporated design, co-ordinated hand skills and completed a piece of furniture to their own specifications. The finished piece is a testament to the skills gained within 6 days. The programme contains exhaustive safety training,

and knowledge of two distinguished craft industries.

Learner Morgan Bellas has been inspired with all elements of the programme, "I am really impressed with the support from the tutors and wider options I could take in the future."

It is hoped that the group are inspired by the Job Centre Team to go forward into the manufacturing arena and continue with qualifications, with the support of North Lancs Training Group and Accrington Job Centre Plus.

Martin Kelly - NLTG Training Officer



Left to right: Martin Kelly, Steven Threlkeld, Steven Johnson, Robert Macro, Morgan Bellas, Adam Barrass and Richard Bulcock

Accrington Job Centre Plus wins Award

Accrington Employer Partnership Team had been nominated by Donna Coleman at North Lancs Training Group for a Customer Service Award following the success of Feeding Britain's Future campaign in September 2014.

Donna stated within the nomination that, The Accrington Employer Partnership Team have been involved in running the Feeding Britain's Future event and approached us to plan, organise and facilitate the event. They kept us up to date throughout the process and referred 36 people to attend.

This is the second year we have run the event as it is a fantastic way to inform people about the industries. The event is interactive, informative and fun, this helps people learn. We had 36 people attend the event, they all walked away with more knowledge of the hospitality and food manufacture industries. They understood the progression opportunities available.

From the event, 16 people attended our hospitality course, they all walked away with a Food Safety Level 2 Certificate, experience of working within a busy kitchen environment and they have gained a City and Guilds Level 1 qualification. Equally as important, they have a better knowledge of the industry and where they can find employment, they now have a new found confidence and recent experience/ qualifications which will help to enhance their CV."

The Employer and Partnership team were invited to Kennington JCP, London in November 2014 to the awards ceremony. This was a national event and nominations had been made by numerous partner organisations across Job centres throughout the country.

Fred Brome represented the team in London and was delighted when Accrington took the top Award. The nomination was read out and praise was given for the outstanding partnership work between the Job centre and NLTG.

Donna Coleman - Unemployed Training and Engagement Co-Ordinator



Donna Coleman (NLTG) and Fred Brome (Accrington JCP)

Do your employees carry out...

Initiation ceremonies - A tyre company's employees put a wooden stick through the arms and shoulders of a lad's overalls, lifted him up on the vehicle hoist and batted him with planks of wood. This was videoed by his friend.

Cyber bullying - A work colleague videoing an abusive prank and posting to Facebook, YouTube and WhatsApping the whole factory.

Access to inappropriate internet content - Employees persistently accessing inappropriate websites on the company's computer, history search details show repeated access to illegal sites.

or do you require them to...

Work alone - An employee works on Saturday to take delivery of stock and the delivery is made to the office at the back of an empty factory where the driver can clearly see there is no other staff on the premises.

Travel home late at night alone - An employee locking up a Golf Clubhouse at 11:30pm, responsible for securing a remote building with no external lights. They then have to walk home alone.

Work away from home - A 17 year old staying away on a job with the employer in a pub.

If you know any of your employees are involved in the above, you've got a moral and legal responsibility to do something about it.

- **How would you feel if it was happening to your son or daughter?**
- **How would you feel if someone got hurt or abused as a consequence of the above, knowing that you failed to intervene?**

All of the above are examples of potential Safeguarding* issues. There may be other practices or activities that are putting your employees, you and your business at risk.

This is not mollycoddling the employee of today, it is being a responsible employer. The adage 'When I first started work this is what happened to me...' won't carry much empathy in court.

PLEASE DON'T WAIT FOR SOMETHING TO HAPPEN. ACT NOW!

What can you do?

Acts such as initiations, cyber bullying and inappropriate internet access are practices that must be stopped immediately. Such acts are considered abuse** and NLTG strongly encourage you to adopt a zero tolerance to such acts/situations.

The law doesn't say employees can't work alone, travel home alone after 10.30pm or stay away from home but, for activities such as these, a risk assessment is required to ensure you identify the hazards associated with such activities and that you put into place appropriate measures to minimise the risk of harm. (Visit www.hse.gov.uk for information on lone working, risk assessments etc).

What are NLTG doing?

We will be encouraging all companies to have Safeguarding policies and procedures via inclusion of such in the Safety Audits we currently carry out in your organisation.

Definitions

***Safeguarding** - keeping children, young people (up to 18th birthday) and adults at risk safe from potential harm and the prevention of harm.

****Abuse** - Behaviour (deliberate or unknowing) causing harm, endangering life/human rights/civil rights. Abuse can be passive (failing to take action) or active (doing something to cause harm) and can be a one off situation or something that is repeated. Abuse can be physical, neglect, sexual, financial, psychological, emotional or discriminatory.

Health & Safety Improvements at Whitehall Fabrications Ltd.

After a management change at the company in early 2014, Craig and I took on health and safety responsibilities at Whitehall Fabrications Ltd. with regards to noise, dust exposure and HAVS (Hand Arm Vibration Syndrome). A HAVS management system was developed in conjunction with Mick Leatherbarrow of North Lancs Training Group. Several employees work with hand held routers and other vibrating equipment. The HAVS management system was revised and exposure limits for employees were identified.

Upon receiving risk assessments back from NLTG on noise, dust exposure and HAVS, it became clear there were serious failings in the current systems and some staff were being over exposed to these elements in some areas of their working practice. It was clear to Craig, NLTG, HSE and myself that a clear line of communication needed to be set up. The risk assessments stated that health surveillance was required to check exposed staff's health; meaning a report via RIDDOR was necessary.

We put all precautions and preventative measures in place in order to meet the requirements the HSE advised us to take to protect staff. After satisfying the HSE on health surveillance, the HSE looked into some other areas which were deemed unsatisfactory and we were given deadlines against which to achieve compliance.

A Health and Safety audit was then undertaken with North Lancs Training Group to ascertain the level of health and safety compliance within the company. In May 2014, the audit was undertaken and was scored at 55%. Craig and myself took the audit and subsequent management plan and worked towards improving the Health and Safety culture of the company. There would be many visits throughout 2014 but we managed to successfully meet HSE and legal requirements.

After attending a supervisors (Level 3) NLTG Health and Safety Course, it highlighted that there was going to be a colossal amount of paperwork to bring up to date and source. Also, the systems that needed to be implemented seemed to be growing by the minute, using the PLAN, DO, CHECK, ACT, method. In addition, all of this health and safety work would be on top of the work both Craig and myself were already doing as part of our role within the company.

As well as the seemingly impossible task in front of us, we soon realised that the hardest task would be to get the 50 strong work force to buy into the new systems and ways of working. We had to get across to staff the importance of having these new systems and control measures in place and that the reason for this was to protect them as an employee from the hazards of the environment they work

in every day. It was important that we worked with staff to accept their employee responsibilities (their duty of care) and to realise that failure to do so could lead to consequences for the company such as closure, prohibitions, fines and improvement notices. Eventually, the staff had some good ideas to reduce the health and safety risks of dust exposure; by making changes to the process of routing components. This has reduced significantly the amount of dust exposure to the employee and the amount of dust in the environment.

Success!

This proved to be a very tough time for myself and Craig and tested our working relationship. The consequences for failure were high and could lead to prohibitions, fines or even closure. Yet, with the added pressure of it being in the face of adversity, the company triumphed.

We know we have dramatically reduced the levels of exposure on all levels. This has safeguarded the whole workforce along the way.

We came to realise that health and safety runs alongside production and helps create a better end product.

The most satisfying thing for me throughout this extremely hard process has been setting up good lines of communication with the Managing Director, Mike Greenwood, NLTG, HSE and the workforce in general.

A further audit was carried out in November 2014, this time the score was 95% which was extremely rewarding. A further HSE and fire brigade visit was undertaken with both parties happy with the precautions and management systems in place.

A self-policing health and safety system is the ongoing aim.

Darren Marsh - Health and Safety Co-ordinator at Whitehall Fabrications Ltd.



Company fined £15,000 for failing to protect employees from noise levels

A firm has been fined £15,000 after failing to protect its workforce from excessive noise levels made by production machinery.

The court was told that an investigation by HSE at the firm's premises found the company had not made a suitable assessment of the noise levels in the factory between 2006 and 2013.

The employer should have known its workforce was being subjected to loud noise and made personal hearing protection compulsory in the areas where the exposure levels of employees were above 85dB (A) over a working day.

In addition, a health surveillance programme for noise exposure should have been operating for affected workers but this was not brought in until 2013 when 40 employees had to be given a hearing test.

After the hearing, HSE said; "Prolonged exposure to excessive and often constant levels of noise where people work day after day is a recognised threat to health and can lead to noise-induced hearing loss – a condition that can be severely debilitating. It is very important for employers to do what is required to prevent employees from being exposed to potentially harmful noise levels. If such exposure cannot be prevented, then they must ensure that workers are wearing the right kind of personal hearing protection and receive regular health checks."

Advice on exposure and noise levels at work can be found on HSE's website: <http://www.hse.gov.uk>

NLTG carry out noise assessments and provide recommendations of what is required to meet the noise at work regulations.

Paper firm fined for pallet fall failings

A company has been fined for safety failings after a worker broke her leg in three places when poorly stacked pallets of paper collapsed.

The long-serving employee, who does not want to be identified, is still suffering pain and complications more than five years after the incident on 27 May 2009.

The firm was prosecuted by the Health and Safety Executive (HSE) for failing to implement effective control measures in the stacking of heavy items.

The court heard that the worker had helped to recover two pallet loads of paper that had collapsed and spilled from a stack in the warehouse. As she walked away, further pallets slipped from the stack and struck her leg, causing the triple break.

HSE identified that, although risks arising from falling stacks were identified by the company as a concern, the risk assessment did not address this particular work activity, so the actual process for controlling this risk was virtually non-existent. The system for stacking pallets in open areas of the warehouse did not follow HSE or industry guidance.

Magistrates were told there were two recorded incidents of stacks falling prior to the leg break incident and that on a further three occasions the issue had been raised at management level. However, this information did not result in any practical change. The company has since revised its management process.

The company was fined a total of £30,000 and ordered to pay £4,496 in costs after pleading guilty to two breaches of the Management of Health and Safety at Work Regulations 1999.

Prosecuted over worker's saw injury

The Environment Agency has been fined after an employee was badly injured when his finger was caught by an unguarded circular saw. The employee had to have the middle finger on his left hand amputated to the top joint as a result of using an unguarded saw.

The Health and Safety Executive (HSE) investigation found it had become standard practice for employees to use the saw without a guard after they initially found it difficult to cut large pieces of wood with the guard in place. The court was told the circular saw was used to cut pegs once every few months but no risk assessment had been carried out for the work and supervision had been insufficient. This meant managers were unaware it was being used without a guard. The organisation has since reviewed its procedures and no longer uses the saw.

The organisation was fined £5,000 and ordered to pay £1,364 in prosecution costs after pleading guilty to a breach of the Provision and Use of Work Equipment Regulations 1998 by failing to prevent access to dangerous parts of machinery.

A spot of Christmas Cheer!

Tutors, part of the Job Centre provision at NLTG, have raised £1000 and split this between two worthwhile charities. Community Solutions and The Raft Foundation help those in most need throughout the year to help feed, clothe and support their families. The money will help to bring a little Christmas cheer to those that are supported by the charity.

The tutors, who all work with unemployed people from across the borough, have held various events over the past 3 months to help raise funds to support the two charities. Events included a night of clairvoyance, a raffle and auctioning of Kylie tickets which raised £1000.

£500 was donated to The Raft Foundation's 'Connecting Communities at Christmas' campaign, specifically with the 'Christmas Day Dinner Hamper' in mind, set up in partnership with Riley's Butchers in Crawshawbooth. The other £500 was donated to Community Solutions to help support their work in the local community.

Donna Coleman, co-ordinator, said, 'The tutors, having worked with many people who struggle in the area to make ends meet, recognised the work of Community Solutions and The Raft Foundation as a worthy cause and fully appreciate all the work the volunteers undertake'.



Presenting the cheque to Mark Hirst are Jim Harkness (MD), Gareth Lindsay (Manager), Donna Coleman and Carl Morris (Tutors).



Presenting the cheque to Mark Stapleton (Chair) and Dave Meadows (Volunteer) are Jim Harkness (MD), Donna Coleman and Carl Morris (Tutors).

Well done to Donna and the team for their efforts

Save £££'s

on quality used vehicles!

We currently have a selection of ex NLTG company vehicles for sale.



We have a selection of Ford Fiestas with both 1.25 and 1.4 petrol engines. These superb little cars offer good performance and low running costs.



We also have, for a limited time only, a small number of Ford Focus Sport models. These cars have fantastic specifications including satellite navigation, reverse parking aid, Bluetooth and automatic headlights.

**For further details on all cars currently available,
please contact Jonathan Fielding on:**

01254 397119 | 07535 510099

Did you know that there are grants available if you are interested in taking on an apprentice?



Apprenticeship AGE Grant 2015

National
Apprenticeship
Service **Bettering
business**

The grant is called the Apprenticeship Grant for Employers (AGE) and is worth **£1500!** The grant supports businesses that would not otherwise be in a position to recruit individuals aged 16 – 24 into employment through the Apprenticeship programme.

Company Eligibility

The company must:

- have fewer than 50 employees within the United Kingdom.
- not have had an employee on an Apprenticeship within the past 12 months before the start of the new apprentice.

You can apply for the grant a maximum of 5 times, each time claiming £1500.

For full details visit www.gov.uk/government/collections/apprenticeship-grant-for-employers-of-16-to-24-year-olds

North Lancs Training Group's Employer Support Grant 2015

north lancs
training group

...the home of Apprenticeships

The North Lancs Training Group Employer Support Grant payable is **£750-£1500!** (depending on occupation). The North Lancs Training Group Employer Support Grant supports businesses that would not otherwise be in a position to recruit individuals aged 16 – 17 into employment through the Apprenticeship programme and also those not eligible for the National Apprenticeship Service 'AGE' Grant.

**For full information on both grants, please contact
our Recruitment Team on: 01254 395355**