



## East Kilbride & District Engineering Group Training Association Ltd.

### Mission Statement

"EKGTA aims to serve the training needs of employers, whilst offering individuals the chance to develop the knowledge and skills necessary in employment"

### Editor's comments

**Impact**, the in-house newsletter from EKGTA is intended to keep member companies and other customers informed about the latest innovations and developments being undertaken by the Association.

We hope that the news, views and updates contained herein have real **impact** on our readers and we welcome feedback from you, along with any contributions for future issues.

### Christmas Message 2009

*The Board of Directors, General Manager and all the staff at EKGTA wish to extend the compliments of the season to all our readers. As we look forward to 2010 we hope it will be a happy and prosperous New Year for all.*



### Bring in the New



August 2009 Intake outside the centre

The usual starting date for our apprentices is the first week in August and in order to achieve this our recruitment process starts in March. With the economic downturn, 2009 has been particularly challenging, with many of our client / companies being in the difficult position of having to justify the recruitment of new people while trying to balance the books. However due to the significant support and effort afforded from EKGTA we were able to assist clients to start 74 new apprenticeship trainees on the 3<sup>rd</sup> Aug 2009.

Since then more client / companies have begun to see the light at the end of the tunnel and have also recruited. We have conducted 5 inductions including the main one in August and we now have 93 apprentices in foundation training.

During this difficult period we have had to think out the box and our trainees are on 5 different training schedules. This has placed extra ordinary demands on our resources, which will have an impact on the availability of professional development training and re-skilling that we can offer to our clients.

The 93 trainees represent 19 companies of which 4 are new clients. Also included in this number are 8 Non Employed Trainees, who are performing to an excellent standard and who would be an asset to any company employing them as an Engineering apprentice. They are available for work placement with companies; and for interview now. Hopefully they will be secured employment with organisations seeking to recruit a new apprentice early in the new year.

Time marches on and we are only a few weeks away from 2010 when the whole recruiting of apprentices process starts again for the new intake in August 2010. Companies who did not recruit this year will hopefully recognise the importance of early consideration of this and seek to put the necessary plans in place. We look forward to assisting you in the coming year.

For more information on how your apprentices are getting on or if you are interested in learning more about work placement opportunities / non employed group please contact: *Derek Syme, on 01355 229985, e-mail drs@ekgta.com or Drew Alexander e-mail da@ekgta.com*

### Special points of interest

- Business Improvement Techniques
- Safeguarding Apprenticeships

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## Company Spotlight – Lift Maintenance Limited



# SCOTLAND'S LIFT COMPANY

Lift Maintenance Ltd 12 Jordanvale Avenue Glasgow G14 0QP +44 (0) 141 959 3601

Lift Maintenance Limited (LML) was established in 1974. LML primarily set out to provide something that the large companies seemed to be forgetting about, Service. LML employs over 70 people, is profitable and financially well resourced. Our operations are ISO 9000 accredited. We understand that customer needs are ever changing. We know that customers require a service which provides reliability, responsiveness and communication. Our approach is customer focused, innovative and dynamic and provided by a company that places safety and quality as number one priority. As LML has developed and grown its focus has widened to cover the full range of Lift Engineering Services.

During the past two years we have reshaped the way LML does business and we have concentrated on building a company focused on the workplace. We now provide our services to some of the largest organisations in the country.

Our business purpose at Lift Maintenance Limited is to help organisations to manage, operate and develop the movement of people in a safe and efficient manner through their buildings and workplaces.

Our management activities encompass:

- *managing the ongoing operation of equipment including moves and changes*
- *managing the performance of equipment*
- *maintaining and supporting all equipment irrespective of age or manufacturer*

Our development activities encompass:

- *helping our clients make better use of their buildings to enhance productivity and efficiency*
- *design and implementation of refurbishments*
- *design and implementation of new installations*
- *finding solutions to recurring failures, unacceptable risk exposure and poor performance.*

LML is continuing to look at ways of expanding its portfolio. One of the ways we are investigating is the upskilling of our current workforce. We have already embarked on a successful programme to deliver up to date Vocational Qualification to existing Engineers and their mates and also our current group of Apprentices. Colin Somerville the Quality Manager for the company comments that “the vocational qualifications have helped LML to maintain its position as Scotland's leading independent lift company”.

For further information on LML and its services contact Colin Somerville, on 0141 959 3601, e-mail [c.somerville@lmlifts.co.uk](mailto:c.somerville@lmlifts.co.uk)

## Business Improvement Techniques (B.I.T)

On the 4<sup>th</sup> November 2009 The then Cabinet Secretary for Education and Lifelong Learning, Fiona Hyslop, announced funding support for companies wishing to undertake an accredited SVQ Level 2 in Business Improvement Techniques (B.I.T) workplace programme for up to 50 staff.

B.I.T is a competency based qualification that is delivered in the workplace. It is designed to enable candidates to demonstrate competencies that help their employer improve efficiency, reduce waste, scrap and costs, improve their productivity and ultimately increase their competitiveness.

The specific assessment strategy for delivering B.I.T means that the Assessors themselves must hold or be working towards the qualification. EKGTA has been approved to deliver the award for over two years and spent a total of 75 working days in preparing their Assessors to be ready to assess this qualification.

In light of its experience EKGTA was approached by government representatives to manage this pilot. The Association has now commenced working with five Companies on the pilot programme and has begun assessing the identified candidates in the workplace.

The companies involved in the pilot are:-

- National Semiconductor (Greenock)
- Phillips Lighting (Hamilton)
- Weir Engineering Services (Alloa)
- Defence Support Group (Stirling)
- Rolls - Royce (Inchinnan)

This Government initiative is an exciting development for Scottish Employers and the Association believes that it is an important step to enabling Scottish companies to compete in the current economic climate



B.I.T Assessors Drew Alexander, Derek Brown and Jim Lewars

## Safeguarding Apprenticeships



A recent announcement by the Scottish Government to safeguard apprenticeships was warmly welcomed by the Association. The focus of the press release on the 01/11/2009 means that small and medium businesses in the construction, engineering and manufacturing industries will be offered financial support to safeguard the jobs of any apprentice at threat of redundancy.

Under a scheme entitled 'Safeguard an Apprentice' the Government are offering to provide employers with £75 a week for eligible apprentices until the end of March 2010. The then Cabinet Secretary for Education and Lifelong Learning, Fiona Hyslop stated that "This Government is committed to doing everything that we can to help people in this current economic climate and ScotAction is the Scottish Government's skills support package for providing real financial support to businesses and individuals through the recession".

She added

"This fits in well with other initiatives announced to help employers through these difficult times and proves that the Scottish Government can deliver practical help to support businesses and individuals through the recession."

ScotAction is an integrated package combining new and improved measures to help individuals and businesses through the recession and will provide skills assistance - including wage subsidies in some circumstances - for training for work, training in work and training from work to work to help Scottish people and businesses survive the downturn and thrive when the economy starts to recover.

Through ScotAction, the Scottish Government has announced much support for the Apprenticeship Programme over the last few months including:

- £16 million available for an additional 7,800 Modern Apprentices
- £6 million has been made available to fund an additional 1,000 apprentices in Glasgow over the next 3 years to support the Commonwealth Games legacy,
- 50 apprentices in the Creative Sector and announced funding for 100 apprenticeships for Home Energy and Efficiency in partnership with Scottish and Southern Energy.
- new apprenticeship framework for the Life Science industry has now been developed to support the growth of one of Scotland's key sectors
- funding to support '2 for 1' Life Science Apprenticeships
- the 'Adopt An Apprentice' scheme where employers can receive a helping hand of £2000 to employ a redundant apprentice
- introducing an additional 170 early years modern apprenticeships
- funding for 2000 MAs for the retail sector
- a £2000 financial incentive for SMEs to take on a new apprentice in the manufacturing, textiles, food and drink and energy sectors

On behalf of our member companies the Association will continue to liaise with Skills Development Scotland, and other skills agencies to ensure that the voice of companies in our sector continue to be heard in the corridors of power.

## Change Sweeps into EKGTA



The Board of Directors, staff and trainees at EKGTA are delighted to welcome Helen Milne to join the team at the Training Centre in East Kilbride.

Helen, who resides with her family in East Kilbride, commenced employment with the Association on 9<sup>th</sup> November 2009, as the cleaner for the Centre, following the recent retirement from the post by Norma McInnes, who had more than 20 successful years of high endeavour in the care, cleaning and maintenance of the Association's accommodation and facilities.

Helen brings a wealth of experience to this extremely important role. She has settled in quickly at the Centre and has already demonstrated a desire and keenness to build on the high standards expected and achieved up to now.

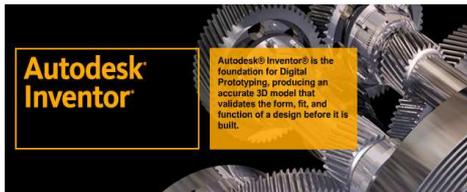
EKGTA prides itself on the high standards it strives to maintain, nowhere is this demonstrated more than in the cleanliness of the environment for staff, trainees and visitors. We are sure that everyone will continue to work with Helen to ensure that the Training Centre is kept clean and is a healthy and safe working environment.

We all wish Helen well in her new post and hope she will have a happy and productive future in her employment with EKGTA.



EKGTA Cleaner Helen Milne

## AutoDesk at EKGTA



AutoDesk Authorised Training Centres (ATCs) provide the best way for beginners and experts alike to get up to speed. Find out about the latest productivity features, learn best practices and develop the skills you need to make the most of your AutoDesk software. Get the greatest return on your investment, faster; by building your knowledge in the areas you need the most.

EKGTA is one of only 5 ATCs in Scotland. At EKGTA, you'll learn from a highly qualified instructor at our superior facility. We base our training on AutoDesk recommended course descriptions and have the added advantage of using AutoDesk Official Training Courseware materials.

Quality distinguishes AutoDesk ATC from other training providers. ATC instructors are required to meet strict criteria by AutoDesk in relation to product knowledge and software expertise to ensure that your training experience exceeds expectations. Facilities are of the highest standard so you enjoy a comfortable classroom setting with a workstation dedicated solely to you. Our courses are limited to 6 delegates so you get more individual time with your instructor.

Our instructor is busy preparing for the latest release of software (2010) so it's a good time to think about upgrading your skills.

Also now available at EKGTA are two units from the Performing Engineering Operations suit of qualifications. These units are PEO2/004 Producing mechanical engineering drawings using a CAD system and PEO2/061 Producing CAD models (drawings) using a CAD system. These are Nationally recognised units from EMTA Awards Ltd at SVQ level 2 and are available as part of the foundation training for Modern Apprenticeships. The units can also be taken separately by anyone interested in learning CAD.



Unlike other providers who are not AutoDesk accredited, our trainees are able to access the very latest industrial software while working towards this qualification. In general terms trainees could expect to take around 2 weeks to complete each unit including building the required portfolio of evidence.

## EKGTA – Short Course Provision

With the New Year approaching EKGTA can offer the following open courses, which have been scheduled for January – March 2010 and are therefore recommended for your attention:

Course Title	Dates	Duration
Portable Appliance Testing (PAT)	21-12-2009	2 Days
17th Edition IEE Regulations (Up-Date)	07-01-2010	1 Day
17th Edition IEE Regulations	25-01-2010	3 Days
AutoCAD Essentials	01-02-2010	3 Days
Portable Appliance Testing (PAT)	08-02-2010	2 Days
17th Edition IEE Regulations (Up-Date)	11-02-2010	1 Day
17th Edition IEE Regulations	22-02-2010	3 Days
AutoCAD Essentials	01-03-2010	3 Days
Portable Appliance Testing (PAT)	08-03-2010	2 Days
17th Edition IEE Regulations (Up-Date)	11-03-2010	1 Day

17<sup>th</sup> Edition up-date courses are also available however there are strict criteria for attendance laid down by City & Guilds for attendance:

In order for candidates to enter this qualification they must hold one of the following qualifications, which address the requirements of the 16th Edition June 2001 BS 7671:

- City & Guilds Level 3 Certificate in the Requirements for Electrical Installations (BS 7671: June 2001) (2381), or
- City & Guilds Level 3 Certificate in Electrotechnical Technology Installation (Building and Structures) (2330-07), or
- City & Guilds Level 3 Certificate in Electrotechnical Technology Electrical Maintenance (2330-08), or
- City & Guilds Level 3 Certificate in Electrical Installations Part Two (2360) (from 1 January 2004 onwards only).

Candidates must produce evidence that they have one of the above qualifications and are also required to provide photographic ID. Certification from other providers is not acceptable.

For full details of the above courses and to view our full prospectus please visit our web site [www.ekgta.com](http://www.ekgta.com)