



## **APPRENTICESHIP TRAINING TRUST MARCH 2007 NEWSLETTER**

### **IN MEMORIAM; DON KEENAN**

The Trust records with deep regret the death of Don Keenan



Don was a Trustee of the Apprenticeship Training Trust from 1991 until he passed away in December 2006. He held many other positions of leadership in the plumbing industry during his life and was regarded as an icon of the industry in New Zealand.

At his funeral in Taupo Darryl McDonald, the Trust's Chairman, announced that Don and the contribution he made to the industry, the Trust and to apprenticeships in this industry would be remembered by a memorial scholarship.

### **THE DON KEENAN MEMORIAL SCHOLARSHIP**

This will be awarded annually at the Trust's Graduation and Prize giving; the first such award will be made on 30 March 2007 at the Trust's 2006 Graduation.

The Scholarship holder will attend the 3 week Classic Outward Bound Course at Anakiwa. See [www.outwardbound.co.nz](http://www.outwardbound.co.nz) for further details.

The criteria for the Scholarship have now been compiled and nominations sought from the Trusts' Area Coordinators, Host Employers and Training Providers.

They will be reviewed by a Selection Panel and the winner announced at Graduation.

## **2006 GRADUATION, ANNUAL AWARDS AND PRIZEGIVING**

This will be held at North Harbour Stadium in Albany on Friday 30 March 2007.

The Guest Speaker is Mahe Drysdale, recent winner of the 2007 Hallberg Award and the current and two times World Single Scull Rowing Champion.

The list of Graduates is being finalised; a number have yet to complete various outstanding requirements of one or other of their National Certificates. Nominations for the other annual prizes and awards closed on 3 March.

## **INCREASE IN THE MINIMUM ADULT WAGE**

The Government has announced the Minimum Adult wage will increase from \$10.25 to \$11.25 on 1 April 2007.

The Minimum Training Rate (80% of the Minimum Adult Wage) will therefore increase by \$0.80, to \$9.00, on the same date. The Minimum Training Rate increased by \$0.25 in 2005, and then by another \$0.60 in 2006.

## **REVIEW OF APPRENTICE WAGE RATES**

The Trust has reviewed apprentice wage rates and host employer charge out rates.

As part of that review a sample of host employers were surveyed on a number of issues - including continuation of both Ordinary and Flat Rate wages, size of wage increments and the setting of charge out rates.

Outcomes of the review have already been advised to apprentices and host employers; the following is a summary:

**Apprentice Wage Rates.** On Monday 5 March 2007:

1. The minimum Ordinary Level 1 wage rate increases from \$8.20 to \$9.00.
2. The minimum Ordinary wage rates for Levels 2 to 5 also increase.
3. The increment between minimum Ordinary wage rates increases to \$1.00. The effect of these changes is as follows:

<b>Level</b>	<b>Present Minimum Ordinary Rate</b>	<b>Minimum Ordinary Rate - 5 March '07</b>	<b>Increase</b>
1	\$8.20	\$9.00	\$0.80
2	\$8.95	\$10.00	\$1.05
3	\$9.70	\$11.00	\$1.30
4	\$10.45	\$12.00	\$1.55
5	\$11.20	\$13.00	\$1.80

4. The equivalent Flat wage rates also increase by a proportionate amount:

Level	Present Minimum Ordinary Rate	Present Minimum Flat Rate	Minimum Ordinary Rate - 5 March	Minimum Flat Rate - 5 March
1	\$8.20	\$8.43	\$9.00	\$9.25
2	\$8.95	\$9.20	\$10.00	\$10.28
3	\$9.70	\$9.97	\$11.00	\$11.31
4	\$10.45	\$10.74	\$12.00	\$12.33
5	\$11.20	\$11.51	\$13.00	\$13.36

On Monday 5 March all apprentices earning below their new minimum wage rate will have their wage increased up to that new minimum level. Apprentices already on a wage rate at or above their new minimum rate will not receive any increase as a direct result of the above changes

Many apprentices are undertaking Level 2, 3 or 4 training, but are only being paid at a lower wage level. They have yet to satisfy the criteria to be paid at higher levels. Some have not completed a previous Q course, most have yet to complete the correspondence modules for their National Certificates.

#### **Other Changes to Apprentice Wage Rate Structure**

From Monday 5 March simplified apprentice wage scales will apply; with fewer actual rates and a \$0.50 increment between those on the Ordinary rate scale.

Level	Present Ordinary Wage Scale	Present Flat Wage Scale	New Ordinary Wage Scale	New Flat Wage Scale
1	\$8.20	\$8.43	\$9.00	\$9.25
	\$8.40	\$8.63	\$9.50	\$9.76
	\$8.60 etc	\$8.84 etc	then	then
2	\$8.95	\$9.20	\$10.00	\$10.28
	\$9.00	\$9.25	\$10.50	\$10.79
	\$9.20 etc	\$9.46 etc	then	then
3	\$9.70	\$9.97	\$11.00	\$11.31
	\$9.80	\$10.07	\$11.50	\$11.82
	\$10.00 etc	\$10.28 etc	then	then
4	\$10.45	\$10.74	\$12.00	\$12.23
	\$10.60	\$10.89	\$12.50	\$12.85
	\$10.80 etc	\$11.10 etc	then	then
5	\$11.20	\$11.51	\$13.00	\$13.36
	\$11.40	\$11.72	\$13.50	\$13.88
	\$11.60 etc	\$11.92 etc	\$14.00	\$14.39
		\$14.50	\$14.90	
		\$15.00 etc	\$15.42 etc	

The above wages rates apply to both Plumbing & Gasfitting and Drainlaying apprentices.

Apprentices will also continue to receive the \$0.58 Tax free Tool Allowance.

These new scales will be implemented progressively from 5 March.

Apprentices receiving an increase on 5 March will then be on these new wage scales. Those not receiving an increase will move onto them, at a wage rate agreed by their host employer, once they complete their next Q course and/or correspondence.

**Host Employer Charge Out Rates.** Changes are being made to all host employer charge out rates from 5 March 2007, in many cases they will decrease. There is also now provision for host employers to pay a bonus to high performing apprentices.

Overall the Trust believes these changes will be very positive for the industry.

The wage increases, the simplified wage scales plus the opportunity for bonuses for high performance will encourage both existing as well as potential new apprentices.

The simplification of charge out rates will encourage existing host employers to take on replacements as well as additional new apprentices.

The Trust also believes other potential new host employers will be encouraged back into training.

### **MID YEAR REGISTRATION BOARD EXAMINATIONS**

The Plumbers, Gasfitters, and Drainlayers Board has advised that, commencing in June 2007, the Board will be offering mid year Examinations for Registration. Applications for the June 2007 Examinations open on 1 April and close 30 April 2007.

### **INTRODUCING PETER DIVER**

Peter Diver is now the Trust's South Island Area Coordinator.



Peter is well known to plumbers throughout Canterbury and the South Island. He is a Craftsman Plumber and Registered Drainlayer, and has just retired after 30 years with his own firm of Peter Diver Plumbing and Drainage.

Peter is very committed to apprenticeships, and has had a long history in training apprentices in the industry. He is also a member of CPIT's Industry Advisory Committee. Peter is based at 44 Maces Road, Bromley, but will be "out and about" most of the time, as well as looking in on CPIT block courses.

His email is [Peter@att.org.nz](mailto:Peter@att.org.nz) and mobile 0274 769 305



Peter congratulating forthcoming graduate Callum McCulloch on completing his apprenticeship; Callum just happened to have had Peter as his host employer.

Another South Island graduate who recently completed his apprenticeship was Andrew Littlejohn of Gas Engineering Services.



## **DEVELOPMENTS AT CPIT FOR 2007**

In 2005 Christchurch Polytechnic Institute of Technology was accredited for courses in plumbing, gasfitting and drainlaying and started Pre Trade programmes.

They are now offering National Certificates in Plumbing, Gasfitting, and Drainlaying, starting with Levels 1 and 2 in Plumbing & Gasfitting and Level 1 in Drainlaying.

New South Island Trust apprentices now enrol at CPIT, and do their training there.

## **TRUST APPRENTICES WEBSITE**

Since this went live in mid December many apprentices have registered, logged on and taken advantage of internet access to their employment and training records. They can also update their personal details, and email their Area Coordinator.

### ***Registering and Logging On***

The first time you use the portal you need to register and set up your own password. Then when you log on you can access your own records. Details of how to Register and then Log On was in the letter each of you received before Christmas. For another copy contact your Area Coordinator.

### ***Information Available***

This includes your personal details and other contact details, your Performance Appraisals, your block course dates, your correspondence progress, your OSH course dates and Codes & Standards and Safety Equipment you have been issued.

### ***Updating Personal Information***

You can update your address, mobile number and next of kin details etc.

### ***Host Employers***

A Host Employer portal is being set up. Hosts will be able to update their contact details and view the training records of Trust apprentices seconded to them.

## **KIWISAVER**

The Government recently announced this scheme and it will commence on 1 July 2007. It is an individual superannuation scheme that those who participate in will normally be able to enjoy the benefits of at age 65. Contributions can be withdrawn in certain other cases, eg to purchase your first home.

From 1 July 2007 all new employees aged 18 or above and under 65 will be automatically enrolled in the scheme when they start in any new job. They can "opt out", but only from Day 13 and before Day 55 after starting that new job.

Deductions from wages commence from the first payday. Employees who opt out will have had deductions made before they opt out; these will later be refunded.

The onus is on the individual to make their own decision about opting out or staying in the scheme. The employer's responsibility is to ensure each new employee is given the Information Pack about the Scheme so that they can make an informed decision. These Information Packs will be provided by the IRD.

Employees in the scheme can elect to have either 4 or 8 % of their pre tax earnings deducted and paid into Kiwisaver via IRD. The employer can choose to contribute to each employee's scheme as well.

### **How Will This Work for New and Existing Apprentices?**

From 1 July all new apprentices must join the scheme, and they will be given the IRD supplied Information Pack. Deductions will commence as soon as they start their apprenticeship. They may "opt out" between Days 13 and 55 of starting with the Trust. If they opt out their initial contributions will later be refunded by IRD.

From 1 July existing apprentices may also volunteer to join the scheme. If they do so they cannot later opt out while they remain employed by the Trust.

After 1 July 2007 apprentices who leave the Trust's employment and start a new job will automatically be enrolled in the scheme with their new employer. They can however opt out between Days 13 and 55 of them starting that employment.

### **UNITEC FEES FOR 2007**

Unitec have advised that the following enrolment fees for 2007

<b>Plumbing and Gasfitting:</b>		<b>Drainlaying:</b>	
Level 1	\$1,309.40	Night Class	\$535.35
Level 2	\$1,312.40	Correspondence Class	\$535.35
Level 3	\$1,586.40	Practical Class	\$535.35

### **FOUR WEEKS ANNUAL LEAVE**

Every Trust apprentice will become entitled to 4 weeks leave from their individual anniversary date that falls on or after 1 April 2007.

Your anniversary date is the date you commenced employment with the Trust. You can check your anniversary date by accessing your employment records on the Trust's portal - see the previous article on this new service to apprentices.

If you started with the Trust on 1 June 200X, you will be entitled to 4 weeks leave from your next anniversary date; 1 June 2007. However if you started with the Trust on 1 March 200Y, you will be entitled to 4 weeks leave from 1 March 2008.

Like many employers the Trust allows its employees to accrue annual leave. This means you does not have to wait 12 months from your anniversary date before you are entitled to take the annual leave for that 12 month period.

Instead you accrue a number of days annual leave for each month you are employed by the Trust; after 12 months you will have accrued a full year's entitlement. You can take paid leave during the year up to the amount accrued.

Since your anniversary date on or after 1 April 2006, the monthly accrual has been 1.67 days; so that after 12 months a total of 20 days will have been accrued. From your next anniversary date, ie the one on or after 1 April 2007, you will have an entitlement of 4 weeks leave, less whatever leave you may have taken in that previous 12 months, for example at Christmas.

## **CHANGES TO THE TRUST'S OSH PROGRAMME**

Since January 2005 Trust apprentices have been required to undertake this programme delivered by Safety'n Action. They attend 5 separate 1 day courses at the same time as their 1A, 1B, 2A, 2B and 3A block courses at Unitec or Wintec.

Completion of these courses means the apprentice completes all requirements for an NZQA Level 1 National Certificate in OSH. These 5 separate courses are:

1A	Workplace Safety
1B	Back Injury Prevention
2A	Work Safely at Height
2B	Best Practices at Work
3A	Confined Space Safety

Apprentices are paid whilst attending these courses. They are also compulsory; since they are the Trust's way of ensuring that, as employees of the Trust, apprentices are adequately trained in OSH, and that the Trust meets its own obligations as their employer. Each apprentice also now completes a half day Site Safe course as soon as they commence their apprenticeship.

Experience over the last two years has shown changes are needed. The first is the 3A course needs 2 days to complete all learning and assessment activities. The second is this training needs to be completed much earlier on in the apprenticeship.

The above 3A course is not completed until around 3 years after employment commenced. Ideally all this OSH training should be completed as soon as practicable after starting employment. That is difficult to achieve practically; many apprentices live far from Unitec, Wintec or CPIT, and getting each group together other than at a block course is costly and complicated.

The best option is to have all 5 courses completed during Level 1 training.

### **OSH Training for New Apprentices**

The 6 days of OSH training will therefore be held at the same time as the three Level 1 block courses; ie 2 days with each of the 1A, 1B and 1Q block courses. The first day of OSH training will be on the middle Saturday of each block course and the second on the Saturday following the completion of the block course.

The above change will start with the Unitec Steel Group which commences their 1A block course on 5 March. They will have 1 day of OSH training on Saturday 10 March and the second on Saturday 17 March.

That same arrangement will also be in place during their 1B and 1Q block courses. By the end of their 1Q they will have completed all 6 days of OSH training and be eligible for the award of their Level 1 National Certificate in OSH.

They will therefore have 2 x 6 day weeks during each of their Level 1 block courses, and complete all OSH training during Level 1. They can then focus on other aspects of their training at Levels 2 and 3, including their Registration exams.

### **OSH Training for Existing Apprentices**

The present programme for existing apprentices will not change. They will continue OSH training 1 day at a time at each of their 1A, 1B, 2A and 2B block courses. The OSH training at the time of their 3A block course will however now be 2 days long.

### **ADDITION OF A BATTERY DRILL TO THE TOOL LIST**

A Makita 10 mm battery drill has been added to the Trust's Tool List. New Level 2 apprentices will now obtain this in their Secondary Tool List on completion of their 1Q. Tool Accounts will be increased to cover the cost of \$275 (GST exclusive). Any existing Level 2 and 3 apprentices wishing to purchase this drill should contact Natasha at the Trust. The cost can also be added onto your Tool Account.



### **KUDOS IN CORRESPONDENCE**

Well done to those apprentices making significant progress in their correspondence, and who were recently presented with tool boxes to recognise their efforts.

Mark Tancell of Cooke Plumbing.



Jared Coghlan of Gas Specialists



Brad Wilson of Knight Plumbers



Grenville Ngatai of Sumich Plumbing



Paul Simpson of John Kendrick Plumbers



A number of others have also made good progress in recent months, and have received something to encourage them in their efforts. They include:

### **January 2007**

Carl Robinson	Gareth Lake	James Watene	Sharn Wenzlick
Hayden Kumerich	Riki Vaatuitui	Joel Draper	

### **December 2006**

Paul Frederic	Carl Robinson	Joel Draper	
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### **November 2006**

Francis Watson	Blake Colebrook	Craig Fuller	Joel Draper
Adam Hatch	Paul Fredric	Troy Rayner	

### **October 2006**

Blake Colebrook	Alan Chaplin	Joel Draper	Craig Fuller
Sharn Wenzlick	San Roiall	Tyrone Haynes	

## **HOST EMPLOYER NEWS**

Congratulation to Lisa & Ken Osborne of Osborne Plumbing on their new premises.

Congratulations also to Johanna and Damian of Tebbutt Plumbing on the birth of their baby daughter Rose - what a lovely Christmas present!

## **OTHER APPRENTICE NEWS**

Congratulations to Nicholas Mitchell and his partner on the birth of their son in January.

Well done to Trust apprentice Victoria Marchant for an outstanding performance review from her host employer Osborne Plumbing.





## **THE APPRENTICESHIP TRAINING TRUST**

**A charitable trust established in 1991**

***“Providing opportunities for people to train  
and become successful tradespeople”***

**PO Box 302 516  
North Harbour  
North Shore City 0751**

**Phone: 0800 18 78 78  
Fax: 0800 68 68 48**

**[www.att.org.nz](http://www.att.org.nz)**