

In-House Training

AWICS is a Management Consulting and Training company that provides advice and assistance to public services including housing and local government.

'AWICS' provides a wide range of training opportunities through regional seminars, in-house training sessions and webinars. Our principal trainer is Adrian Waite. All our trainers are selected not only for their professional qualifications, knowledge and experience, but also for their ability to explain complex and technical matter to a wide range of individuals. We are constantly expanding the range of training opportunities that we offer and the range of clients that we serve.



Adrian Waite, Managing Director of 'AWICS'.

This brochure describes our in-house training offer.

In-house Courses and Customised Training

Delivery: These in-house courses follow closely the format of the regional seminars but are tailored to the specific requirements of the client by using local data and emphasising matters of importance locally to the client.

Topics Offered: Our range of in-house courses is more extensive than our range of regional seminars. Our offer includes training opportunities in subject areas such as Local Government, Housing Finance, Housing Management, Management Skills, Management Issues, Performance Management and Personal Skills.

Past attendees: Organisations for which we have held in-house courses include government departments, local authorities, housing associations and arms' length management organisations in England, Scotland and Wales.

Topics that we can cover include:

Local Authorities

These courses provide information useful to Local Authorities. The courses include:

- Local Authority Finance
- Local Authority Finance - Wales
- Local Authority Finance - Scotland
- Local Government
- Town and Parish Council Finance

Housing Finance

Our Housing Finance courses provide an introduction to housing finance and include the following topics:

- Local Authority Housing Finance
- Housing Association Finance
- Welsh Social Housing Finance
- Scottish Social Housing Finance
- Developments in Local Authority Housing Finance
- Service Charges in Social Housing

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Housing Management

This range of courses introduce the issues facing the management of housing. They include:

- Introduction to Social Housing
- Sustainable Housing Business Plans & The Efficiency Agenda Seminars
- Achieving Housing Efficiencies and Value for Money in Social Housing

General Management

These courses cover topics on general management activities within an organisation including:

- An Introduction to Project Planning and Management
- The Essentials and Strategic Application of Business Planning
- The Essentials of Marketing
- The Essentials of Customer Care

Management Issues

These courses cover topics on general management activities within an organisation including:

- Improving Margins and Surplus
- All You Want to Know about Risk Management
- Budgets and Financial Management for Non-Financial People
- Benchmarking

Performance Management

Do you want to see an improvement in individual and/or organisational performance? If you do then our Performance Management courses are just what you need. They include:

- Performance Management
- An Introduction to PRINCE2
- Time Management
- A 'Change' For The Better

Personal Skills

Would your organisation's employees benefit from personal skills training? We offer a wide range of personal skills development courses to help improve the skills of your staff making them more effective in their jobs. The courses include:

- Commercial Awareness
- The Essentials of Report Writing
- Conflict Management and Resolution
- Managing Meetings Effectively
- Innovation and Problem Solving
- Effective Communication
- Leadership and Motivation
- Motivating Peak Performance

For further information about in-house training opportunities, please contact Adrian Waite at Adrian.waite@awics.co.uk or 017683-51498 or visit our website at: <http://awics.co.uk/inhousecourses>