



# STATE TRAINING BOARD

2010 – 2011  
ANNUAL REPORT



## CONTACT DETAILS

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## STATEMENT OF COMPLIANCE

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Hon. Peter Collier, MLC  
Minister for Energy; Training and Workforce Development; Indigenous Affairs  
11<sup>th</sup> Floor, Dumas House  
2 Havelock Street  
WEST PERTH WA 6005

Dear Minister,

In accordance with section 24 of the *Vocational Education and Training Act 1996* I hereby submit for your information and presentation to Parliament a report on the operations of the State Training Board for the financial year ending 30 June 2011.

A handwritten signature in black ink, appearing to be "Keith Spence".

Keith Spence  
CHAIR  
STATE TRAINING BOARD  
9 September 2011



## CONTENTS

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<b>STATEMENT OF COMPLIANCE .....</b>	<b>3</b>
<b>CONTENTS.....</b>	<b>5</b>
<b>CHAIR'S REPORT.....</b>	<b>7</b>
<b>ABOUT THE STATE TRAINING BOARD .....</b>	<b>9</b>
Function.....	9
Membership.....	9
State Training Board Members during 2010-2011 .....	10
Executive Support .....	13
Meetings.....	13
Appeals under section 58G of the VET Act .....	14
Code of Conduct and Code of Ethics.....	14
<b>RELATIONSHIP WITH GOVERNMENT, INDUSTRY AND THE TRAINING SECTOR .....</b>	<b>15</b>
Training Councils .....	15
Department of Training and Workforce Development .....	15
Education and Training International (ETI) .....	16
Training Accreditation Council .....	16
Other Stakeholders .....	17
<b>HIGHLIGHTS AND ACHIEVEMENTS 2010-11 .....</b>	<b>19</b>
Strategic Activities .....	19
Operational Activities .....	22
Training Awards .....	25
<b>STATE TRAINING BOARD WORK PLAN.....</b>	<b>28</b>
WA Future Workforce Projections - 2025 .....	28
Vocational Education and Training in Schools.....	28
Tertiary Education - Positioning the Sector to Satisfy Future Workforce Needs .....	28
Workforce Literacy and Numeracy.....	28
Improving Workforce Participation .....	29
Review of Apprenticeship Support Services .....	29
Aboriginal School Based Traineeship Program .....	29
National Partnership - Youth Attainment and Transitions .....	29



## CHAIR'S REPORT

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I am pleased to present the State Training Board's 2010-11 Annual report.

Western Australia is poised for a new period of economic growth and prosperity. Despite the turmoil of the global financial crisis, Western Australia's economy remains strong. Since around 2003-04 Western Australia's mineral resources have been in demand. Rapid growth in the resources sector has fuelled strong growth in Gross State Product. Between 2003-04 and 2007-08 the Western Australian economy grew at almost twice the rate of Australia.

Driven by major resource developments, projections to 2013-14 indicate significant growth in employment for the State across nearly all occupations. In particular, forecast growth is focussed on high level occupations such as managers and trades workers, which is likely to translate to strong growth in the construction and mining industries to name a few.

We must take a strategic and coordinated approach to ensure that opportunities are available for all Western Australians by providing the right skills, in the right place and at the right time.

A key function of the State Training Board (the Board) includes the preparation of the State Training Plan that provides a three year outlook into Western Australia's skills needs and priorities. In January 2011, the *State Training Plan 2011-2013* was released. The Plan was developed within the context of State and Commonwealth priorities outlined in *Training WA* and the *National Agreement on Skills and Workforce Development*.

In addition, this year the Plan also leveraged the work undertaken by the Department of Training and Workforce Development on *Skilling WA – A workforce development plan for Western Australia* (Skilling WA). This work has included significant economic and labour market analysis relating to Western Australia, an assessment of the impact of major resource and infrastructure projects on the Western Australian labour market and consultation with industry and training providers on a range of workforce development issues including training.

*The State Training Plan 2011-2013* focuses on increasing training participation, particularly in apprenticeships and traineeships and higher level qualifications. The plan also gives priority to training targeted to increase employment outcomes for Aboriginal people, youth, people with disabilities, the long-term unemployed, residents in rural and regional areas, people from non-English speaking backgrounds and people who are marginalised or disadvantaged for other reasons (such as health issues or family responsibilities).

In addition to the State Training Plan, the Board's work plan for the reporting period included a number of key themes that align closely with the strategic goals of Skilling WA. These themes included:

- long term workforce development needs;
- increasing employment based training (apprenticeships and traineeships);
- promoting a flexible and responsive training system to address skill requirements;

- increasing opportunities for Aboriginal and Torres Strait Islanders and other priority groups;
- improving workforce literacy and numeracy;
- VET in Schools; and
- Tertiary education and vocational training capacity.

In the reporting period, the Board has successfully led a number of projects, as part of its ongoing work. These projects included:

- the annual review of training council arrangements;
- oversight of the implementation of the Training together-working together strategy;
- developing a more responsive and resilient trade training system; and
- the development of a policy framework for the establishment of public-private partnerships between state training providers and industry.

It has been a particularly busy period for the industry Training Councils in their work to establish new apprenticeships and traineeships across a wide variety of industry qualifications. This financial year the Board's Establishment and Variation of Apprenticeships Committee (EVAC) received 49 proposals. Of these, 44 proposals were approved by the Minister.

In addition to the above work the Board was in receipt of three appeals against decisions made by the Training Accreditation Council in accordance with section 58G of the *Vocational Education and Training Act 1996*.

I would also like to express my appreciation to the Director General and staff within the Department of Training and Workforce Development and to the industry Training Councils for their ongoing professional conduct, commitment, and contribution in support of the Board. Their efforts have been invaluable in assisting our deliberations and activities throughout the 2010–11 financial year.

KEITH SPENCE  
CHAIR  
STATE TRAINING BOARD



## ABOUT THE STATE TRAINING BOARD

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### FUNCTION

The State Training Board is a statutory body established under Part 3 of the *Vocational Education and Training Act 1996* (the VET Act). The Board reports directly to the Minister for Training and Workforce Development. The functions of the Board under the VET Act are:

- to give the Minister a draft State Training Plan as and when required by the Minister;
- to recognise various industry training advisory bodies as bodies from which the Board takes advice for the purpose of drafting a State Training Plan or making recommendations to the Minister under Part 7;
- to make recommendations that are required or permitted to be made by it to the Minister under Part 7;
- to prepare, for consideration by the Minister, policy which aims to improve the links between specific industry developments and vocational education and training so as to gain optimum employment opportunities for people, and ensure the availability of appropriately skilled labour, in the State; and
- to perform the functions it has under Part 7A Division 2.

The Board also provides advice to the Minister on matters relating to:

- the existing and anticipated supply and demand for skills in various industries, particularly expanding industries and industries which are experiencing or are expected to experience a shortage of skilled labour, and on proposed strategies to support such industries;
- strategic directions, policies and priorities for the State training system;
- emerging international, national and State training issues;
- the extent to which training services meet the current and future requirements of industry and the community, including the requirement for equal opportunity of access to those services; and
- any other matters, as directed by the Minister.

### MEMBERSHIP

Board members are appointed under section 19 of the VET Act for their experience and expertise in education and training, industry or community affairs and their ability to contribute to the strategic direction of the State training system. Members represent the diversity of the Western Australian community as well as the training sector.

Seven members are appointed by the Minister under section 19(1) of the VET Act, one of which is selected by the Minister to undertake the duties of the chairperson. In making the appointments the Minister must also appoint one member for their experience in 'workers' interests' and one member for their experience in 'employers' interests'. For these two appointments the Minister may consider the advice of UnionsWA and the Chamber of Commerce and Industry of Western Australia (Inc) respectively.

Under section 19(2) of the VET Act, the Minister may appoint two other persons to be members of the Board from a panel of names submitted by Board members appointed under section 19(1).

## STATE TRAINING BOARD MEMBERS DURING 2010-2011

### Mr Keith Spence, Chair



First appointed: 6 May 2005 to 30 June 2008

Current appointment: 1 December 2008 to 30 November 2013

Mr Keith Spence was first appointed to the State Training Board on 6 May 2005. He is currently in his second term and continues as Chair.

Keith is a member of the Board of Skills Australia and he chairs the Critical Skills Investment Fund Advisory Board.

With over 30 years' experience in the oil and gas industry, including 18 years with Shell, Keith has a broad knowledge of the industry. He retired from Woodside in 2008 after 14 years tenure in top executive positions in the company. Keith held many roles during his period with Woodside, including Chief Operating Officer, Acting Chief Executive Officer, Director Oil Business Unit, Director Northern Business Unit and Exploration Manager North West Shelf. Most recently, he was Executive Vice President Enterprise Capability.

Keith is a member of the National Carbon Capture and Storage Council and chairs the Board of the National Offshore Petroleum Safety Authority, the Australian Institute of Management (WA), and the Industry Advisory Board of the Australian Centre for Energy and Process Training. He is a member of the Curtin University council.

He is a Non-Executive Chairman of Clough Limited and Geodynamics Limited and a Non-Executive Director of Verve Energy.

Keith graduated from the University of Tasmania with a Bachelor of Science in Geophysics (First Class Honours) and is married with two adult children.

### Mr Mike Deeks, CSC, Member



First appointed: 1 January 2008 to 31 December 2010

Current appointment: 1 January 2011 to 31 December 2013

Mr Mike Deeks (MMgmt, BA, FAICD) had a long and successful naval career retiring from the Defence Forces in January 2005. Mike then became Chairman of a West Australian based resources and defence technology company. In addition, he has undertaken consultancy work for the Western Australian Government in the area of marine and defence industry development.

Mike is currently employed as Western Australia's Site Executive for Raytheon Australia. He is the Deputy Chair of Challenger Institute of Technology Governing Council and sits on a number of other Boards.

## **Dr Susan Gordon, AM, Member**

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**Current Appointment: 1 December 2008 to 30 November 2011**

Dr Susan Gordon was a Magistrate of the Children's Court, Western Australia for over 20 years retiring in 2008. Susan was the Chairperson of the Northern Territory Emergency Response Taskforce, a member of the Western Australia Indigenous Implementation Board, member of various National and State Councils/Boards and a member of the Australian Employment Covenant Steering Committee.

In 1993 Susan was awarded an Order of Australia - Australian Medal for her commitment to Aboriginal people and community affairs. Susan was also awarded a Centenary Medal in 2003 and the Defence Service Medal in 2006. Susan has a Bachelor of Laws and was awarded an Honorary Doctorate of Letters, from the University of Western Australia. Susan has been a long term advocate of Indigenous and children's issues (Chaired the 'Gordon Inquiry' in 2002) and has worked in the Pilbara region for a period covering 15 years from the early 1970s.

## **Ms Simone McGurk, Member**

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**Current Appointment: 1 December 2008 to 30 November 2011**

Ms Simone McGurk is the current Secretary for UnionsWA with a long association with the union movement in Australia.

Simone was one of the first women to be elected as an office bearer for the Australian Manufacturing Workers' Union.

Simone has also had experience in media, working as a radio producer in the city and in regional Western Australia.

## **Mr Geoffrey Wrigley, Member**

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**Current Appointment: 1 December 2008 to 30 November 2011**

During Mr Geoff Wrigley's career he has been a member of several industry related Committees and Boards, some of which were Ministerial appointments such as Industry Training Councils, the Aboriginal Employment Promotional Committee, Electrical Licensing Board and Trade Recognition Australia.

Geoff is currently a consultant specialising in Vocational Education and Training. He has had diverse practical experience in the oil and gas sector in trade, supervisory and management roles. Prior to operating his consultancy Geoff was employed with the Chamber of Commerce and Industry as Chief Commercial Officer.

## **Ms Jane Coole, Member**

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**Current Appointment: 1 December 2008 to 30 November 2011**

Ms Jane Coole is the current Director, External Relations at Curtin University of Technology providing strategic, innovative leadership and management in the development of relationships between the university and the government, community and industry sectors.

Jane brings to the Board a strong focus on regional education as she is involved with regional and remote communities to develop community capacity building projects which target education and employment outcomes to address regional skills shortages.

## Ms Audrey Jackson, Member

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Current Appointment: 31 December 2008 to 30 December 2011

Ms Audrey Jackson has had a long career in secondary education including 14 years in the position of Principal of Saint Mary's Anglican School in Karrinyup. Most recently she was Executive Director of the Association of Independent Schools of Western Australia, a position that she held for 11 years.

Audrey has served on a number of Boards and governing bodies including the Council of Curtin University of Technology as both a member and Pro-Chancellor, the Council of West Coast College of TAFE and the Board of SCITECH of which she was Chair for four years.

In addition to her membership of the State Training Board Audrey is Chair of the Country High Schools Hostels Authority.

## Mr Steven Peck, Member

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Current Appointment: 31 December 2008 to 30 December 2011

Mr Steven Peck was the former Managing Director of a Mandurah building company.

Throughout Steven's building career he has been actively involved in associated Boards and Committees. Steven was President of the Master Builders' Association of WA from 2006 – 2007. Steven has occupied a number of Board member and Chair positions including that of the Builders' Registration Board and the BCITF Careers Promotion Committee.

Steven is currently the Treasurer of the Master Builders' Association.

## Dr Gregory Lewis, Member

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Current Appointment: 1 July 2009 to 30 June 2012

Dr Greg Lewis is a clinical and educational psychologist who has worked in the disability employment and training field since 1979.

In 1984, Greg established EDGE Employment Solutions Inc., the first and one of the largest disability employment agencies in Australia. From 1987 to 1995 he served as Director of Country Services and Local Area Co-ordination with the WA Disability Services Commission.

In 1996 he established My Place (WA) Pty Ltd, an individualised accommodation service for people with disability.

Greg currently serves as Executive Chairman of My Place (WA) Pty Ltd and Executive Director of EDGE Employment Solutions Inc. He is also adjunct Associate Professor at the Centre for Research into Disability and Society at Curtin University of Technology. Dr Lewis is immediate past president of National Disability Services, the national peak body for disability services.

## EXECUTIVE SUPPORT

The Office of the State Training Board provides high level executive support to the Chair of the Board, Board members, its committees and sub-committees.

The Office of the State Training Board sits within the Policy, Planning and Innovation Directorate of the Department of Training and Workforce Development. The Office of the State Training Board has three substantive positions: Director, Senior Project Officer and an Executive Assistant.

The positions for the financial year ended 30 June 2011 included:

Director/Manager: Mellisa Teede\*  
 Paul Giltrow (Acting) (1 July to 6 August 2010)  
 Kate Guthrie (Acting) (9 August to 17 September 2010)  
 Paul Giltrow (Acting) (20 September 2010 to 19 February 2011)  
 Kathy Hoare (Acting) (7 March 2011 – )

Senior Project Officer: Paul Giltrow\*  
 Sally Lumsden (Acting) (until 10 September 2010)  
 Terry Large (Acting) (30 August to 18 September 2010)  
 Andrea Thygesen (Acting) (20 September to 23 October 2010)  
 Terry Large (Acting) (8 November to 13 November 2010)

Executive Assistant: Terry Large\*

\* indicates substantive position

In April 2011, the Office of the State Training Board, as part of the Department, relocated to new office space within the Optima Centre in Osborne Park.

## MEETINGS

In the twelve months to 30 June 2011 the Board met formally on six occasions. Meetings considered a range of strategic issues and priorities associated with the work plan. The meetings were held at the following locations:

Date	Location
26 August 2010	Brightwater Care Group, Osborne Park
28 October 2010	West Coast Institute of Technology, Joondalup
9 December 2010	MINQ Room, Burswood Entertainment Complex
3 March 2011	Aboriginal Workforce Development Centre, Perth
28 April 2011	Financial, Administrative and Professional Services and Community Services, Health and Education Training Councils, Osborne Park
16 June 2011	College of Electrical Training, Southern Campus, Jandakot

## **APPEALS UNDER SECTION 58G OF THE VET ACT**

Under section 58G of the VET Act, a person who is dissatisfied with a decision of the Training Accreditation Council made under section 58B, 58C or 58E of the VET Act may appeal against it to the State Training Board.

During the 2010-2011 reporting period there were three appeals against decisions made by the Training Accreditation Council.

## **CODE OF CONDUCT AND CODE OF ETHICS**

Board members are provided with copies of the *State Training Board Code of Conduct* and the *Western Australian Public Sector Code of Ethics*. These codes provide guidance to members on ethical conduct and their responsibilities in relation to conflict of interest and confidentiality of information.

There were no issues in relation to code of conduct or code of ethics during the reporting period.



## **RELATIONSHIP WITH GOVERNMENT, INDUSTRY AND THE TRAINING SECTOR**

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The Board works with a number of key organisations that contribute to the training system. Collectively they provide input or advice or services to the training sector and ensure that training in Western Australia is regulated, robust and delivers training that is of the highest national standards.

The following key stakeholders work closely with the Board:

### **TRAINING COUNCILS**

One of the key functions of the Board is to recognise various industry training advisory bodies as bodies from which the Board takes advice for the purposes of drafting a State Training Plan or making recommendations to the Minister under Part 7 of the VET Act.

In the reporting period, the Board recognised 10 industry training advisory bodies:

- Community Services, Health and Education Training Council Inc.;
- Construction Training Council;
- FutureNow – Creative and Leisure Industries Training Council Inc.;
- Electrical, Utilities and Public Administration Training Council Inc.;
- Engineering and Automotive Training Council Inc.;
- Financial, Administrative & Professional Services Training Council Inc.;
- Logistics Training Council;
- Food, Fibre and Timber Industries Training Council (WA) Inc.;
- Resources Industry Training Council; and
- Retail and Personal Services Training Council Inc.

### **DEPARTMENT OF TRAINING AND WORKFORCE DEVELOPMENT**

The Vocational Education and Training (VET) system is administered by the Department of Training and Workforce Development in its role as the State Training Authority. The Department, established on 30 October 2009, in addition to its vital training role now has the broader responsibility of workforce development. Workforce development aims to build, attract and retain a skilled workforce to meet the economic needs of Western Australia, to minimise skill shortages and maximise the State's ability to respond to new opportunities.

The Department manages the investment of public resources in the State VET system, including planning, funding and monitoring services. It funds training which is delivered by a statewide network of State Training Providers and private providers. The Department is also responsible for administering and monitoring the State's apprenticeship system.

The Department, as an ex-officio member of the Board's Establishment and Variation of Apprenticeship Committee (EVAC) provides advice and recommendations to the Board on proposals to establish and vary

apprenticeships, traineeships or any other employment based training scheme in Western Australia. The Department also assists Training Councils in the research and preparation of their reports to EVAC. In addition to their role with EVAC the Department maintains the *Public Register of Apprenticeships and Traineeships Qualifications* in accordance with the VET Act.

The Board worked collaboratively with the Department throughout the reporting period on a number of key projects and strategies including:

- the development of the State Training Plan 2011-2013;
- the recognition, implementation and review of the Training Councils;
- the implementation of the *Training Together-Working Together* strategy;
- the Department provided executive support and data analysis for the Responsive Trade Training Working Group;
- the Board has representation on the National Partnerships – Youth Attainment and Transitions Governance Committee; and
- the public-private partnerships project.

## EDUCATION AND TRAINING INTERNATIONAL (ETI)

Education and Training International (ETI) is the international marketing and development arm of the Department of Training and Workforce Development.

Its primary mission is to successfully recruit and enrol international students into Western Australia's public institutions. Additionally, ETI provides international project services for the Department and state training providers and fosters strategic international alliances with national and international education and training providers.

The Board works with ETI through its Establishment and Variation of Apprenticeships Committee (EVAC) where proposals may impact on international student delivery arrangements.

## TRAINING ACCREDITATION COUNCIL

The Training Accreditation Council is Western Australia's State Registering and Course Accrediting Body and is responsible for quality assurance and recognition of vocational education and training services in Western Australia. This includes:

- the registration of training providers;
- the accreditation of courses;
- the recognition of skills and qualifications; and
- providing policy advice to the State Training Board on recognition arrangements.

The Training Accreditation Council is committed to being the national leader in the strategic management of the recognition and quality assurance of training, including associated policies, services and standards in the vocational education and training sector and to providing practical, efficient and responsive support for government, the Board, industry training providers, and the community.



## **OTHER STAKEHOLDERS**

Throughout the 2010-11 reporting period the Board has worked closely with a number of stakeholders, including state training providers, private training providers, UnionsWA, the Chamber of Commerce and Industry (WA), the Chamber of Minerals and Energy, Skills Australia, and other industry advisory groups both locally and nationally.



## HIGHLIGHTS AND ACHIEVEMENTS 2010-11

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### STRATEGIC ACTIVITIES

#### Public Private Partnerships

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A key function of the Board is to prepare, for consideration by the Minister, policy which aims to improve the links between specific industry developments and vocational education and training so as to gain optimum employment opportunities for people, and ensure the availability of appropriately skilled labour in the State.

The Minister requested the Board to develop a policy framework and recommend best practice models for partnerships between State Training Providers and industry. These partnerships are referred to as public private partnerships (PPPs).

Building on the existing work completed by the Department, the Board developed the following scope of work and work plan for the project:

#### Scope of Work

- Identify and describe best practice models for PPPs;
- Identify the critical success factors that contribute to effective PPPs and promote these success factors to expand PPPs;
- Identify those policy areas that impede the development of effective PPPs;
- Identify ways in which PPPs could be encouraged in Western Australia that include policy reform if required; and
- Submit a final report to the Minister by 1 April 2011.

#### Work Plan

- Identify successful partnerships and examine them in detail to identify critical success factors and PPP models. This will include interviews with industry and training providers. Consultant to undertake the interviews.
- Review PPP practices in other States to identify critical success factors and PPP models.
- Examine a selection of PPPs that have failed or are ineffective and identify the factors and policy elements that contributed to failure.
- Use Pilbara TAFE as a model.

The Board established a working group that comprised of Board members, Managing Directors of two state training providers, industry representatives and senior representatives from the Department. The Working Group was assisted by Gary Collins from Business Group Australia Pty Ltd. The working group met formally on three occasions and presented the final report to the Minister in May 2011.

The working group work concluded that there was a broad range and level of partnerships between state training providers and industry throughout Western Australia. These partnerships were no different to those found in other jurisdictions. The formality, sophistication and effectiveness of partnership arrangements however vary across the sector.

One key finding of the working group was that there are no legislative, regulatory or policy barriers to the establishment of effective industry partnerships. It was agreed that to further develop collaborations between industry and the public training sector a better definition of partnerships was needed. The working group developed a four-level hierarchy or framework to define or categorise the various levels of state training providers and industry interactions.

State training providers are already partnering with enterprises to deliver flexible training solutions and these need to be supported through appropriate funding and policy frameworks.

Currently, there is no focus on higher level strategic partnerships in Western Australia that provide a state or industry wide response to skills development. Higher level partnerships require more time to develop, access to specialist advice, formal contractual arrangements and broader government input and approval.

The report also found that there is a need to consider how large companies with broad and complex workforce skill requirements (such as those in the resource sector), are able to source training through a single institute gateway or portal. The State's largest companies operating in the Pilbara wanted to have direct access to the programs and expertise available across the whole of the state training provider network through a single entry point.

It was the view of the Board that the Department are best placed to lead the identification and development of these strategic partnerships, given that they may require long term planning, cross government cooperation and will often require Ministerial or Cabinet approval.

The working group made five recommendations. To view a copy of the full report, please visit and click on the report's link:

<http://www.stb.wa.gov.au/AboutUs/Pages/Publications.aspx>

## **Responsive Trade Training Working Group**

The Board has been leading a working group in a consultation process involving Training Councils, UnionsWA and the Department to examine ways of developing a more flexible, responsive and resilient apprenticeship and traineeship system in Western Australia that better suits the needs of industry and that responds to changing economic conditions.

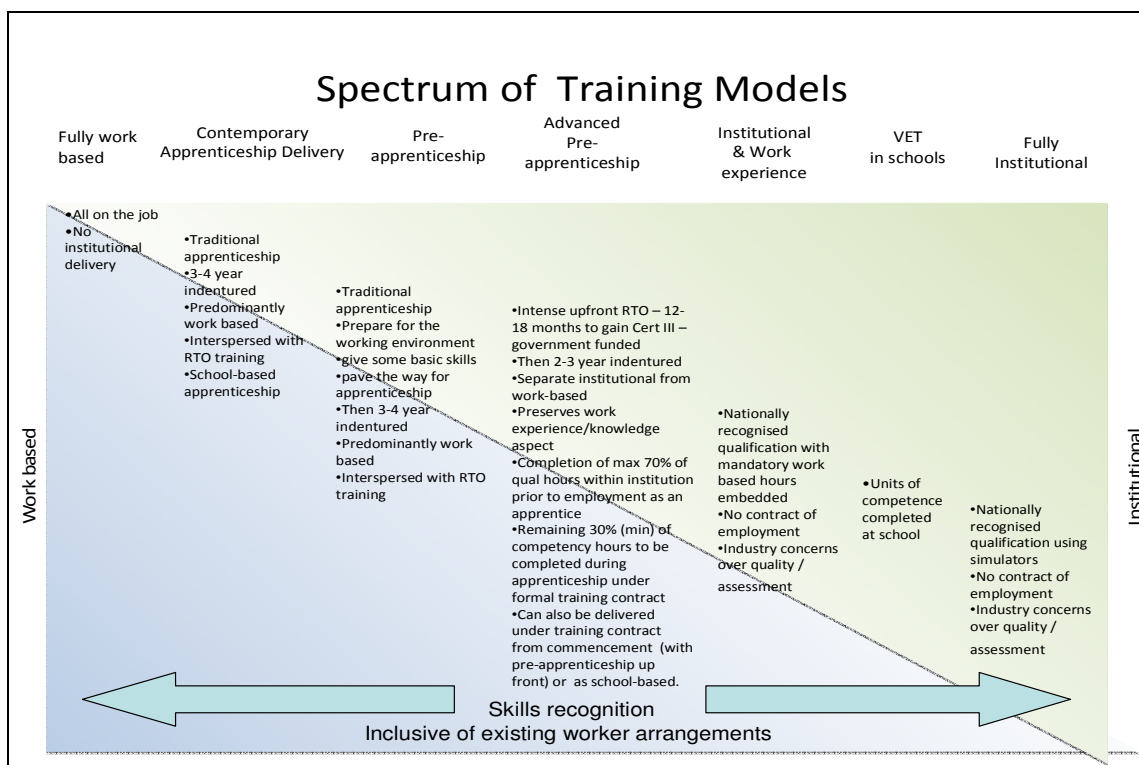
The working group formed four sub-groups focusing on the following themes:

- National and International Benchmarking (Brenda Micale, Chair);
- Surveys and Demographics (Keith Spence, Chair);
- Spectrum of Training Delivery Models (Joe Fiala, Chair); and
- Training Pathways, Marketing and Schools (Audrey Jackson, Chair).

The Responsive Trade Training Working Group Benchmarking Sub-group produced a series of fact sheets outlining best practice models for trade training from Australian and international jurisdictions. The best practice models will be presented for endorsement to the Board in August 2011.

The Spectrum of Training Delivery Models sub-group developed a Spectrum of Training Models (shown below) as a tool to engage with industry on alternative delivery methods for trade occupations. Industry has provided feedback on the

acceptance and rejection of alternative training delivery strategies to the traditional apprenticeship.



**Figure 1: Spectrum of Training Models**

In October 2010 the sub-groups, Spectrum of Training Delivery Models and Training Pathways, Marketing and Schools were amalgamated as it was deemed that most of the work done by the sub-groups overlapped. The new amalgamated group agreed to undertake a survey of industry stakeholders regarding the acceptance of alternative delivery strategies based on the spectrum of training delivery.

As a result of the surveys the Responsive Trade Training working group endorsed the implementation of a pilot program in 2011 to test the acceptance of alternative delivery strategies. The pilot is based on an 'advanced pre-apprenticeship' delivery model which involves upfront training in an institutional learning environment before entering a training contract arrangement with an employer. The pilot is proposed to be delivered in three trade areas (Carpentry and Joinery, Commercial Cookery and Electrotechnology/Telecommunications). The pilots are anticipated to be undertaken in early 2012.

## Training Together Working Together Implementation

The *Training together-working together Aboriginal workforce development strategy* was released by the Minister in June 2010. The Training together-working together committee made six main findings:

- There is a lack of connection and coordination between employers, job seekers and service providers, between State agencies and between State and Australian Governments that creates inefficiency and ineffectiveness.
- There are job opportunities for Aboriginal people but employers do not know how to successfully engage with them. There is an opportunity to

increase employer involvement and commitment to employing Aboriginal people.

- One size does not fit all – locally responsive solutions are needed to address unique local issues.
- Support for Aboriginal people transitioning from school to training, from training into jobs, from unemployment to employment is essential – relationship-based mentoring is the critical ingredient in helping individuals to make successful transitions into sustainable employment.
- There are major individual and institutional barriers to Aboriginal participation in the workforce – a strategic, systematic response is needed to remove these fundamental barriers.
- There is a need to raise awareness of Aboriginal employment opportunities and promote new Aboriginal role models.

On 28 October 2010, the Minister requested that the Board take responsibility for full oversight of the implementation of the *Training together –working together strategy*.

The Training Together - Working Together Joint Steering Committee was established comprising representatives from the Board (Keith Spence and Sue Gordon) and senior executive officers from the Department including the Director General. The Committee held its first meeting on 16 November 2010.

In the 2010-11 reporting period, the steering committee has overseen the establishment and opening of the Aboriginal Workforce Development Centres (AWDCs) in Perth, Broome, Kalgoorlie, Bunbury and Geraldton. As part of the establishment of the AWDCs an evaluation framework has been developed including a set of Key Performance Indicators.

To further support the work of the AWDCs the steering committee developed an Aboriginal Role Models Strategy to raise awareness of Aboriginal employment opportunities and dispel myths regarding Aboriginal employment. The Role Model Strategy is aimed at supporting the attraction and recruitment strategies of employers by providing inspirational examples of achievement.

Further research has also been undertaken on Aboriginal Mentoring Strategies. Mentoring is a critical element in helping individuals to make successful transitions to sustained employment. The mentoring project will deliver two reports on best practice mentoring and models of good practice for Western Australia as well as a database of mentoring services available in Western Australia for Aboriginal people.

## OPERATIONAL ACTIVITIES

### Establishment and Variation of Apprenticeships Committee

The Board's Establishment and Variation of Apprenticeships Committee (EVAC) considers proposals relating to the classification of prescribed vocational education and training qualifications and provides advice and recommendations to the Minister on the establishment and variation of apprenticeships and traineeships in Western Australia.

The EVAC advice and recommendations follow consultation with key stakeholders including Training Councils, employer groups and unions. The

Board will recommend to the Minister whether a qualification will be available exclusively under a training contract or not, and also whether other conditions and requirements should apply, such as full time or part time arrangements, school-based training arrangements, conditions relating to delivery to international students and nominal duration. Once approved by the Minister, new or varied apprenticeships are gazetted.

In determining whether a qualification will be available under a training contract or not, qualifications are classified in one of the following:

- *Class A* qualifications must only be delivered when an employer and apprentice/trainee have entered into a training contract;
- *Class B* qualifications may be delivered when an employer and apprentice/trainee have entered into a training contract AND may be delivered through an institutional pathway where no training contract is required; or
- *Class C* qualifications cannot be delivered under a training contract, i.e. all qualifications not classified as A or B.

In the 2010-11 reporting period, there were 49 proposals lodged with the Board's EVAC. Of these, 44 proposals were approved by the Minister and five were not approved. During reporting period the following apprenticeships/traineeships were established:

- Certificate III in Carpentry (Class B with condition)
- Certificate IV in Electrical / Instrumentation Engineering (Class B)
- Certificate III in Business Equipment (Class A)
- Certificate III in Computer Systems Equipment (Class B with condition)
- Certificate III in Custom Electronics (Class A)
- Certificate III in Appliance Servicing (Class A)
- Certificate III in Electrical Machine Repair (Class A)
- Certificate III in Switchgear and Control Gear (Class A)
- Certificate III in Fire Protection and Control (Class A)
- Certificate III in Gaming Electronics (Class A)
- Certificate III in Instrumentation and Control (Class B with condition)
- Certificate III in Refrigeration and Air Conditioning (Class A)
- Certificate III in Security Equipment (Class A)
- Certificate III in Rail / Communications and Networks and Certificate III in Wireless Communications (Class A)
- Certificate III in Hazardous areas - Electrician (Class A)
- Certificate III in Hazardous areas - Instrumentation (Class A)
- Certificate III in Explosion-protected equipment overhaul (Class A)
- Certificate III in Renewable Energy (Class B with condition)
- Certificate III in Local Government (Regulatory Services) (Class B)
- Certificate IV in Local Government (Regulatory Services) (Class B)
- Certificate III in Meat Processing (Meat Safety) (Class B)
- Certificate IV in Meat Processing (Meat Safety) (Class B)
- Diploma of Meat Processing (Class B)
- Certificate IV in Design of Kitchens, Bathrooms and Interior Spaces (Class B)



- Certificate IV in Frontline Management (Class B)
- Certificate IV in Community Pharmacy (Class B)
- Diploma of Manufacturing Technology (Metallurgy) (Class B)
- Advanced Diploma of Manufacturing Technology (Metallurgy) (Class B)
- Certificate IV in Home and Community Care (Class B)
- Diploma of Child, Youth and Family Intervention (Class B)
- Certificate II in ATSI Primary Health Care (Class B)
- Certificate III in ATSI Primary Health Care (Class B)
- Certificate IV in ATSI Primary Health Care (Practice) (Class B)
- Certificate II in Financial Services (Class B)

Note: Class B (with condition): A condition is placed on the qualification to allow an international student living temporarily in Australia (on a student visa issued by DIAC) to obtain the qualification through a registered training provider approved to deliver the course. All other persons must achieve the qualification under a training contract arrangement with an employer.

Apprenticeships and traineeships that were varied during the 2010-11 reporting period were:

- Certificate III in Concreting: title changed from 'traineeship' to 'apprenticeship'
- Certificate III in Painting and Decorating: Nominal duration varied
- Certificate III in Hospitality (Operations): School based nominal duration varied
- Certificate III in Data and Voice Communications: Classification from B to A
- Certificate III in ESI – Transmission: Classification from B to A
- Certificate III in ESI – Distribution: Classification from B to A
- Certificate III in ESI – Cable Jointing: Classification from B to A
- Certificate II in Hospitality: School based nominal duration varied
- Certificate II in Hospitality (Kitchen Operations): School based nominal duration varied
- Certificate III in Financial Services: Varied to include school based traineeship

For a complete list of current and completed proposals please visit:

<http://www.stb.wa.gov.au/Pages/EstablishmentandVariationofApprenticeships.aspx>

## State Training Plan 2011-2013

In accordance with section 21(1)(a) of the VET Act the Board submits a State Training Plan to the Minister for consideration and approval.

The 2011-2013 State Training Plan is a key strategic document that determines the priorities for the purchasing of training in Western Australia over a three year period. The Plan was developed within the context of State and Commonwealth priorities outlined in *Training WA* and the *National Agreement on Skills and Workforce Development*.

In addition, this year the Plan has leveraged the work undertaken by the Department on *Skilling WA – A workforce development plan for Western Australia*. This work has included significant economic and labour market analysis relating to Western Australia, an assessment of the impact of major resource and infrastructure projects on the Western Australian labour market and



consultation with industry and training providers on a range of workforce development issues including training.

The Plan focuses on increasing training participation, particularly in apprenticeships and traineeships and higher level qualifications. The plan also gives priority to training targeted to increase employment outcomes for Aboriginal people, youth, people with disabilities, the long-term unemployed, residents in rural and regional areas, people from non-English speaking backgrounds and people who are marginalised or disadvantaged for other reasons (such as health issues or family responsibilities).

To view a copy of the full State Training Plan, please visit and click on the Plan's link: <http://www.stb.wa.gov.au/AboutUs/Pages/Publications.aspx>

### **Review of Industry Training Advisory Arrangements in Western Australia**

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In August 2008, it was agreed that the Board would undertake annual reviews of the Training Council arrangements to ensure their effectiveness and that agreed outcomes are being met.

The 2010 Annual Review commenced in July 2010. The Board contracted Quantum Consulting Australia to undertake the review. The review focused on the following key areas:

- **Strategic level** – the delivery of services by the Training Council.
- **Composition** – of the Training Council Boards of Management (high level industry representation, coverage across all industry areas, knowledge of their role, functionality of the Boards of Management).
- **Funding** – allocation between Training Councils, funding model and project funding.
- **Communication** – between Training Councils, State Training Board and the Department of Training and Workforce Development.

The final report was released in January 2011. The review found that overall the service delivery by Training Councils has significantly improved from that of the previous arrangements.

The report made 11 recommendations. The Board welcomed the Department's decision, in response to recommendation No. 8 of the report, to approve additional funding for the five training councils on the lowest funding band.

To view a copy of the full report, please visit and click on the report's link: <http://www.stb.wa.gov.au/AboutUs/Pages/Publications.aspx>

### **TRAINING AWARDS**

The Training Awards acknowledge and reward recipients of training (vocational students, apprentices and trainees) and organisations who contribute to training excellence (employers, training organisations and trainers). The Board is involved with the promotion and judging of the Training Awards at state and national levels.

## State Awards 2010

The Western Australian Training Awards 2010 recognised and celebrated the vocational education and training achievements of students, employers, trainers and training providers. The Awards were organised by the Department in conjunction with the Board and sponsored by Government Employees Superannuation Board, Australian Government Department of Education, Employment and Workplace Relations, the Graham (Polly) Farmer Foundation, Perth Convention Exhibition Centre, Training Accreditation Council, Australian Institute of Management, Apprenticeships Australia, the Chamber of Minerals and Energy Western Australia, Australian Council for Private Education and Training, and the Sunday Times.

The finalists and winners of the WA Training Awards 2010 were:

Category	Finalists	Winner
<b>WA Apprentice of the Year</b>	David Moodie, Emma-Jane Potter, Cameron Wetton	Emerson Lievense
<b>WA Trainee of the Year</b>	Jane Gillmore, Kasper Noakes, Brendan Ryan	Hayley Easter
<b>Aboriginal and Torres Strait Islander Student of the Year</b>	Ratehi Hirini; Deborah Bonar; Lucas Kickett; Kaila Riley	Eugene Winmar
<b>WA Vocational Student of the Year</b>	Krista-Lee Swart, Erika Tharratt, Angela Vitalich	Denese Smythe
<b>WA School-based Apprentice of the Year</b>	Benjamin Burgoyne, Rowan Southwell, Daniel Watt	Hudson O'Dwyer-Flynn
<b>WA Trainer of the Year</b>	April Jorgenson (Australasian Academy of Dermal Science), Andrew Nicholson (Great Southern Institute of Technology), Steven Paxman (C.Y. O'Connor Institute)	Charles Dornan (Central Institute of Technology)
<b>WA Small Business of the Year</b>	Subicare Child Care	Verriers Engineering Services
<b>WA Employer of the Year</b>	Badge Construction (WA), Burswood Entertainment Complex, City of Cockburn, Rio Tinto Iron Ore	Chevron Australia
<b>WA Training Initiative</b>	MPA Skills, SMYL Community Services, South West Regional College of TAFE	Advanced skill development project: Rio Tinto Iron Ore
<b>WA VET in Schools Excellence</b>	WA College of Agriculture, Cunderdin WA College of Agriculture, Denmark	Kimberley TAFE
<b>WA Small Training Provider of the Year</b>	Motor Industry Training Association, MPA Skills, Royal Life Saving Society Western Australia Inc	College of Electrical Training
<b>WA Large Training Provider of the Year</b>	Polytechnic West	Durack Institute of Technology
<b>WA International Training Provider of the Year</b>	College of Innovation and Industry Skills, Kingston Training and Employment	Central Institute of Technology

## National Awards 2010

### Winners of the National Training Awards 2010

<b>Prime Minister's Small Business of the Year</b>	Diesel Electrics, Queensland
<b>Skills for Sustainability – Educational Institution Award</b>	Swinburne University of Technology (TAFE Division) Victoria
<b>Australian Training Initiative</b>	Tropical North QLD TAFE – SchoolTech, Queensland
<b>VET in Schools Excellence</b>	Inner Melbourne VET Cluster Inc., Victoria
<b>Small Training Provider of the Year</b>	Industrylink, Tasmania
<b>Large Training Provider of the Year</b>	TAFE NSW – Western Sydney Institute, New South Wales
<b>Employer of the Year</b>	Crown Melbourne Limited, Victoria
<b>Innovative Business Award (sponsored by Australian Flexible Learning Framework)</b>	Wide Bay Institute of TAFE, Queensland
<b>Stella Axarlis Australian School-based Apprentice of the Year</b>	Yazmin Brown, Northern Territory
<b>Vocational Student of the Year</b>	Michael Hogan, Victoria
<b>Aboriginal and Torres Strait Islander Student of the Year</b>	Rory Smeaton, Victoria
<b>Australian Apprentice (Trainee) of the Year</b>	Garbriella Morona, New South Wales
<b>Australian Apprentice of the Year</b>	Jason Bryan, Tasmania

## STATE TRAINING BOARD WORK PLAN

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Each year the State Training Board prepares a work plan comprising of the key functions, initiatives and taskforces of the Board. In January 2011 the State Training Board agreed on a two year work plan for 2011 and 2012. The following provides a brief overview of the Board's work plan (not already covered in this report) and future work proposed to be undertaken by the Board during 2011 and 2012.

### WA FUTURE WORKFORCE PROJECTIONS - 2025

Analysis of WA future workforce needs with a focus on longer term outcomes. There will be the development of future workforce scenarios including economic and workforce modelling to define labour supply and demand, labour sources, participation levels, skills mix and other factors for each scenario.

Preliminary work, including a draft project plan, commenced on this project during the reporting period. The project is expected to be completed during 2012.

### VOCATIONAL EDUCATION AND TRAINING IN SCHOOLS

Analysis of existing VET in Schools (VETiS) activity and an examination of the transition of students into VETiS related employment based training. There will also be an analysis of industry position on VETiS and the development of strategies for improved industry engagement. This will include the development of VETiS career pathways and appropriate VETiS course frameworks in association with the Training Councils.

This project will commence during the 2011-12 reporting period.

### TERTIARY EDUCATION - POSITIONING THE SECTOR TO SATISFY FUTURE WORKFORCE NEEDS

Examination of the education and training supply requirements for future workforce needs. This will include a review of sector capacity and capability, analysis of physical and virtual infrastructure requirements, and consideration of various governance and market models.

This project will commence during the 2011-12 reporting period with the project being linked to the WA Future Workforce Projections – 2025 project.

### WORKFORCE LITERACY AND NUMERACY

The Board will take active involvement in the development of the state language, literacy and numeracy strategy. This will include an evaluation of current literacy and numeracy content in training packages and integration of literacy and numeracy content as a core requirement in vocational programs. There will be engagement with industry on literacy and numeracy requirements and development of best practice models and approaches, and workplace resources and tools.

This project will commence during the 2011-12 reporting period.

## **IMPROVING WORKFORCE PARTICIPATION**

Provide leadership to industry, government and the community in the development and implementation of a Western Australian policy framework for increasing participation of under-represented groups in the workforce. This will include realignment of key initiatives to ensure that existing programs and funding priorities align with the new participation policy framework and the promotion and implementation of key initiatives. Opportunities will be explored with industry and employers to improve workforce participation of targeted equity groups.

This project will commence during the 2011-12 reporting period.

## **REVIEW OF APPRENTICESHIP SUPPORT SERVICES**

The Department of Training and Workforce Development is developing a model for the provision of apprenticeship support services in Western Australia using as guidance the content and recommendations of the Board's report completed in 2010. The Department will finalise the model in 2011 and the Board will comment on the new arrangements and monitor its implementation.

## **ABORIGINAL SCHOOL BASED TRAINEESHIP PROGRAM**

This program is aimed at driving improvements to school based training opportunities for Indigenous students in Years 10 through to Year 12. The Board's ASBT sub-committee provides strategic direction and advice for the program and actively encourages increased engagement and support from all stakeholders, in particular employers and industry.

## **NATIONAL PARTNERSHIP - YOUTH ATTAINMENT AND TRANSITIONS**

The Board has representation on the NP-YAT Governance Committee, which provides strategic oversight and monitoring of Western Australia's NP-YAT Implementation Plan and achievement of the target outcomes. The committee also works to encourage the education and training sectors and associated youth support organisations to work collaboratively to improve participation, attainment and successful transitions for young people. The committee will provide feedback and advice to the Western Australian and Commonwealth Governments on changing priorities and strategic needs where required.