



State
Training
Board



STATE TRAINING BOARD
**ANNUAL
REPORT**
2023-24

Statement of Compliance

Hon Simone McGurk MLA
Minister for Training and Workforce Development

In accordance with section 24 of the *Vocational Education and Training Act 1996*, I hereby submit for your information and presentation to Parliament, the Annual Report of the State Training Board of Western Australia for the financial year ended 30 June 2024.



Mr Jim Walker
Chair, State Training Board
2 September 2024

Acknowledgement of Country

The State Training Board acknowledges the Aboriginal people of Western Australia as the traditional custodians of the lands and waters. The Board honours the nation's first peoples' wisdom, cultures, languages and communities, and pays respect to Elders past, present and emerging.

State Training Board Annual Report 2023-24

Published by the State Training Board 2024

For further information:

Office of the State Training Board
Department of Training and Workforce Development
Djookanup, Level 2
16 Parkland Road, Osborne Park WA 6017

P: Locked Bag 16, Osborne Park DC WA 6916
T: 08 6551 5593
E: ostb@dtwd.wa.gov.au
W: wa.gov.au/stb

CONTENTS

Chair's message	4
About the State Training Board	5
Strategic advice	6
Administrative responsibilities.....	6
State Training Board members.....	7
Board membership.....	13
Board meetings.....	14
The Board's working relationships.....	15
Our work	19
State Training Plan	20
Establishment and variation of apprenticeships ...	21
Industry Training Councils	23
Advocating for WA industry in National Skills Reform	23
Agricultural workforce and skills development.....	24
Clean energy.....	25
Investigation of regional childcare issues	28
Appeals against decisions of the Training Accreditation Council	28
Disclosures and legal compliance	29
Appendix 1: Industry Training Council membership	30
Appendix 2: State Training Board committees	38

**WESTERN AUSTRALIA'S
STRONG ECONOMY AND
LOW UNEMPLOYMENT RATE
CONTINUE TO DRIVE DEMAND
FOR SKILLED WORKERS
ACROSS INDUSTRY SECTORS.**



CHAIR'S MESSAGE

On behalf of the State Training Board, I am pleased to present our Annual Report for the year ending 30 June 2024.

Western Australia's strong economy and low unemployment rate continue to drive demand for skilled workers across industry sectors.

In October 2023, the State and Commonwealth Governments signed a five-year National Skills Agreement (NSA), delivering a significant investment uplift to WA's vocational education and training (VET) sector. Priorities agreed by Skills Ministers under the NSA are well aligned with the State Training Plan's four strategic pillars, ensuring the State is well positioned to continue to grow and diversify Western Australia's economy.

The State Training Board has worked closely with the Western Australian Industry Training Councils (ITCs) and the Department of Training and Workforce Development to align industry coverage with the Commonwealth's Jobs and Skills Councils. New ITC industry arrangements commenced from 1 July 2024. This is an important strategy to ensure Western Australian skills needs are well represented as the national skills reform agenda progresses. Throughout 2023-24, ITCs have continued to provide the Board and Department with valuable industry information and advice and I acknowledge and thank them for their ongoing contributions.

There have been some changes to the Board's membership during the year. I would like to thank outgoing Board members, Professor Cobie Rudd and Lisa Judge for their diligence and professionalism over their period of service.

I would also like to welcome Kari Pnacek and Shannon O'Rourke as Board members, and look forward to their stewardship.

I would like to acknowledge Karen Ho, Director General for her leadership of the Department's initiatives and her contribution to the VET sector over her career, including the last three years as Director General. I wish her well in her retirement. I also thank Jodie Wallace, Executive Director Policy, Planning and Innovation for her continued support as the Department's ex-officio member of the Board.

On behalf of the Board, I would like to acknowledge and thank the Hon Simone McGurk MLA, who since December 2022, has provided strong support and guidance for the Board and WA's VET sector as Minister for Training and Workforce Development; and welcome the Hon Hannah Beazley MLA who was appointed as the Minister Assisting the Minister for Training and Workforce Development in December 2023.

Finally, I would like to thank my fellow Board members, whose commitment and expertise has been essential to the success of the Board's work over the past year.



Mr Jim Walker
Chair, State Training Board



ABOUT THE STATE TRAINING BOARD

The State Training Board is an independent body established by Part 3 of the *Vocational Education and Training Act 1996* (the VET Act) as the peak industry training advisory body to the Minister for Training and Workforce Development (the Minister). The Board's key functions include both administrative responsibilities under the VET Act and the provision of strategic advice to the Minister on a range of VET policy issues.

STRATEGIC ADVICE

ADMINISTRATIVE RESPONSIBILITIES

Development of a **State Training Plan** that sets out industry's training needs.

The Plan is submitted to the Minister to inform strategic directions, policies and priorities for the State training system.

Provides recommendations to the Minister on the endorsement of qualifications for delivery as **apprenticeships and traineeships** in WA.

The Board's **Establishment and Variation of Apprenticeships Committee** (EVAC) seeks advice from Industry Training Councils and the Department to assess proposals to establish or vary apprenticeships and traineeships. Consultations incorporate the views of industry, training providers, unions, peak bodies and other stakeholders impacted by the proposal.

Strategic projects to inform government policy and programs.

Advice includes the extent to which training services meet the current and future requirements of industry and the community, and opportunities to improve links between industry developments and the VET sector to ensure availability of appropriately skilled labour for the State.

Formally recognises **Industry Training Councils** for the provision of specific advice on training and workforce issues.

The Board manages Industry Training Council service agreements to ensure their services meet the needs of the Board and the Department.

Strategic **industry engagement** to inform training sector policy development.

Hears **appeals to Training Accreditation Council** decisions relating to training provider registration, course accreditation and cancellation of VET qualifications.

STATE TRAINING BOARD MEMBERS



Mr Jim Walker (Chair)

1 December 2014 to present

Jim Walker has over 45 years of experience in the resources, construction, and agriculture sector, working with Caterpillar dealerships WesTrac and Hastings Deering and Morgan Equipment.

Mr Walker's current directorships include Non-Executive Chair of Austin Engineering Ltd, Chair of the Diggers and Dealers Forum, and Chair of the Motor Museum of WA, a not-for-profit entity. Mr Walker is a member of the RAC Council, Chairman of RACWA Holdings Pty Ltd, RAC Finance Ltd and RAC Insurance Pty Ltd.

Mr Walker was formerly Non-Executive Chairman of Macmahon Holdings Limited, and Managing Director and Chief Executive Officer of WesTrac Pty Ltd. He was formerly Chair of Wesley College, and past National President of the Australian Institute of Management (AIM) and AIM Western Australia.

Mr Walker is a graduate member of the Australian Institute of Company Directors (AICD). Mr Walker's focus on apprentices and training was recognised when he was awarded the GJ Stokes Memorial Award at Diggers & Dealers in August 2014.



Captain Angela Bond, RAN

1 January 2018 to present

Captain Bond was the Commanding Officer at HMAS Stirling and the Senior Naval Officer of Western Australia prior to transferring to the Naval Reserve in March 2017.

In 2020, Captain Bond joined the ADF COVID-19 Joint Task Group in WA as the RAN Liaison Officer. In February 2021, Captain Bond has continued with Reserve Service as the Defence Lead for the Defence Industry Pathways Program.

Captain Bond has extensive experience in executive positions and human resource management. She is a Fellow of the Australian Institute of Management WA and a Member of the Australian Institute of Company Directors. Captain Bond is the Warden at the Fremantle War Memorial and the Patron of the Ex WRANS and RAN Women's Association. Captain Bond has achieved a Master of Business Administration degree and a Master of Defence Studies (Management) degree from the University of Canberra.



Fran Kirby

1 January 2018 to present

Ms Fran Kirby was born in Northern Ireland. She immigrated to WA in 1987 having completed a Bachelor of Hospitality and Business from the University of Ulster. Ms Kirby was appointed Human Resources Manager at Observation City Hotel in 1992 until 1999. Thereafter she spent three years as Human Resources Manager at the Esplanade Hotel in Fremantle. In 2003, Ms Kirby joined Accor Hotels as the Regional Human Resources Manager for Western Australia and the Northern Territory and was responsible for 18 hotels across the Regions.

Ms Kirby was admitted to the Australian Hotels Association “Hall of Fame” in 2008 for services to the Hospitality Industry in Western Australia. After semi-retiring in 2020 she continues to work as a Consultant for Accor Hotels. She has also recently commenced a role as Senior Workplace Relations Advisor at The Australian Hotels Association in WA.

Ms Kirby is a Board Member of Hospitality Group Training and Deputy Chair of the Tourism and Hospitality Consultative Committee for Edith Cowan University.



Professor Juli Coffin

1 January 2019 to present

Professor Juli Coffin is an Aboriginal woman, with traditional ties to her grandparents’ Nyangumarta country in the Pilbara region. She is recognised as a prominent Aboriginal researcher, with expertise in cultural security, education and research across a diverse range of settings including chronic diseases, community development, health promotion and equine assisted learning.

Professor Coffin has been awarded numerous competitive grants throughout her career, with the most recent being awarded in 2020 from Healthway and the National Health and Medical Research Council (NHMRC). Professor Coffin has worked in the Aboriginal youth space for many years and while in this role, designed the Yawardani Jan-ga Equine Assisted Learning research program, which is the first of its kind in the Kimberley, Australia and the world.

In 2022, Professor Coffin commenced a new position as Ellison Professor Aboriginal Young People’s Social and Emotional Wellbeing at Murdoch University’s Ngangk Yira Institute for Change.



Stephen Moir

1 April 2019 to present

Mr Stephen Moir is the Group Chief Executive Officer of the Motor Trade Association of Western Australia (MTA WA), a position he has held since February 2010. The MTA WA is the peak representative body for the automotive retail and services sector. The automotive sector in WA consists of approximately 7,000 businesses, which employ 35,000 people.

Prior to joining the MTA WA, Mr Moir was the Managing Director of the Small Business Development Corporation where he had responsibility for the development and sustainability of the State's small business sector. He was also responsible for the management of the State's skilled and business migration program and established one of the most respected, innovative and successful programs in Australia. Mr Moir was a member of the Federal Minister for Immigration's Consultative Panel, which determined the future shape of Australia's skilled migration program. Mr Moir has held senior management positions in the retail sector, industrial relations, marketing and human resource professions.



Lena Constantine

1 January 2023 to present

Ms Lena Constantine is an executive leader at the Chamber of Commerce and Industry of Western Australia (CCIWA) who has been driving workforce development policy and initiatives for WA industry for over a decade.

Holding a Bachelor of Commerce from Curtin University, she has responsibility for leading CCIWA's services focussed on supporting WA businesses to build local skills through connecting with the school, VET and university sectors to develop the workforce of the future.

Ms Constantine is passionate about getting people the skills that WA industry needs and has strong knowledge of the apprenticeship system from overseeing WA's largest Australian Apprenticeship Support Network provider since 2015.

Prior to her current role, Ms Constantine worked in Canberra on industry policy for the Federal Government; and led the CCIWA policy team, amassing extensive experience in policy development and government program implementation.



Debra Zanella

1 January 2023 to present

Ms Debra Zanella is currently Chief Executive Officer of Ruah Community Services. Ruah is a leading Western Australian community organisation that provides services supporting people experiencing homelessness, family and domestic violence, and mental health challenges.

Ms Zanella has extensive governance experience. She is currently a Council Member of the Institute of Public Administration Australia (WA), Board Member and Treasurer of the Australian Alliance to End Homelessness, and a Member of the Ministerial Advisory Committee on Homelessness to the Minister.

She has served as a Board Member of the East Metropolitan Health Service and Chair of their Audit and Risk Committee, Member of the National Centre for Social Impact Advisory and as President of the Western Australian Council of Social Services. Ms Zanella is a founding member of the WA Alliance to End Homelessness.



Shannon O'Rourke

1 January 2024 to present

Mr Shannon O'Rourke is the Chief Executive Officer of the Future Battery Industries Cooperative Research and Managing Director of the Powering Australia Growth Centre.

He is a seasoned executive with 25 years' experience in the energy sector including senior management roles with Woodside, Chevron and industrial research with Rio Tinto.

His career spans traditional and renewable energy markets with a track record of success in the industrial innovation and commercialisation of research outcomes.



Kari Pnacek

1 February 2024 to present

Ms Kari Pnacek is the Assistant Secretary of Western Australia's peak Union body UnionsWA. She has spent more than two decades as a passionate advocate for workers' rights in the labour movement both in the United States and Australia.

She has a Bachelor of Arts in Political Science from Michigan State University, a Certificate IV in Work Health and Safety and a Certificate IV in Training and Assessment.

Prior to UnionsWA, Ms Pnacek spent eight years with the Transport Workers Union (TWU). Through her work at TWU she was a board member of the Logistics and Defence Skills Council, and spent the last four years as National Educator and Campaign coordinator, working to develop and implement training programs for union officials and delegates that cover more than 55,000 members across Australia.



Professor Cobie Rudd

16 November 2015 to 31 December 2023

Professor Cobie Rudd is the Deputy Vice-Chancellor (Regional Futures) and Vice-President at Edith Cowan University (ECU) with the key responsibility to build ECU's presence in the regions with a focus on the South West. In this role, she secured the State Government's first regional innovation hub, the WA Creative Tech Innovation Hub, as well as a new Commonwealth Government funded University Department of Rural Health for the South West. Professor Rudd's term on the Board expired on 31 December 2023.

Professor Rudd also holds the ECU portfolio for institutional accreditation in gender equality and was inducted into the WA Women's Hall of Fame in March 2023. She has worked across all sectors in her career, including as a Federal Ministerial policy researcher, State Government policy advisor, CEO in the private sector, and clinician.

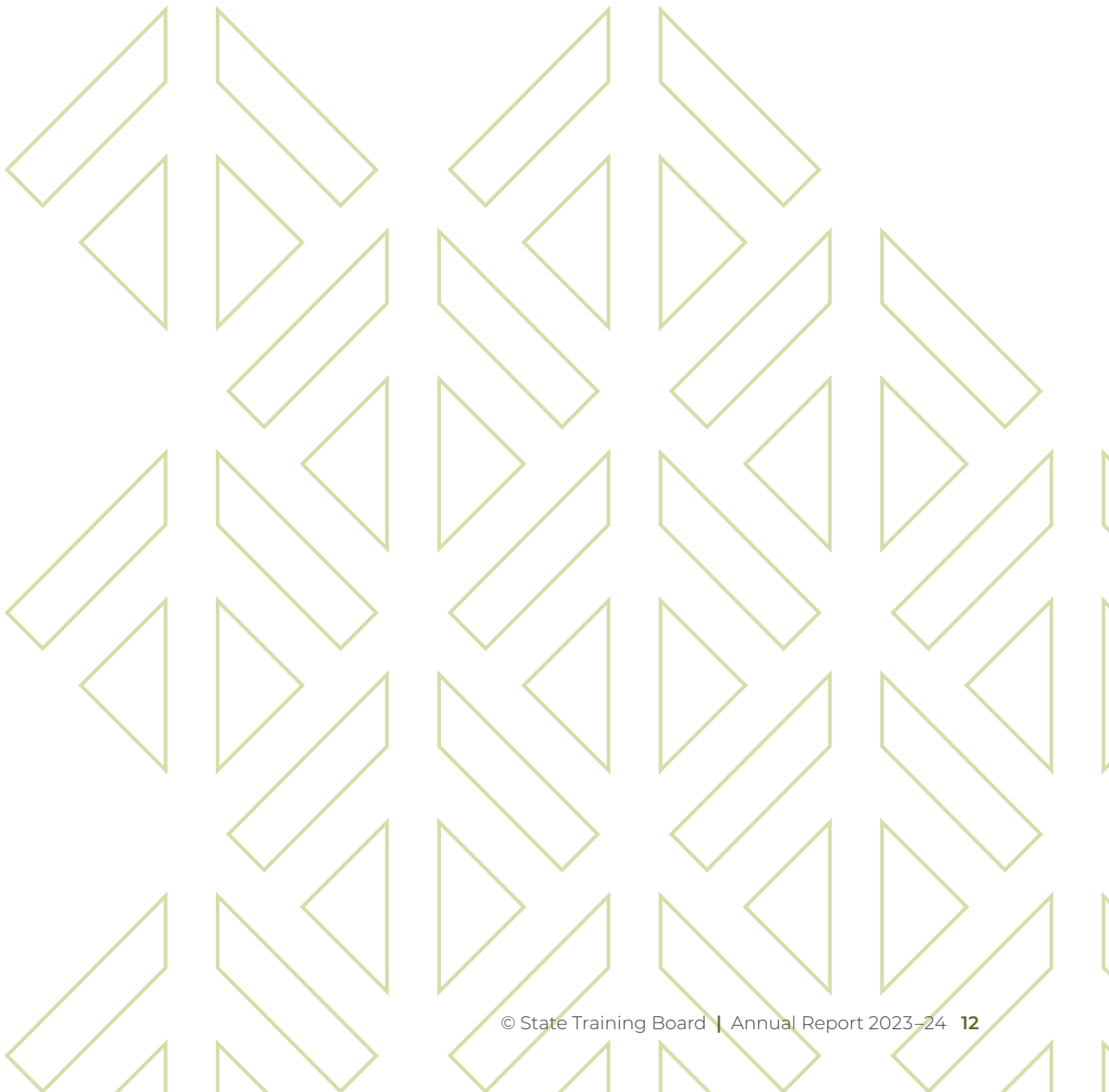
Professor Rudd has served as a Non-Executive Director on over 14 boards of governance and holds a Bachelor of Health Science in Nursing, Master of Public Health, and Doctor of Philosophy. She is a Graduate of the Australian Institute of Company Directors and a Registered Nurse.



Lisa Judge

1 September 2021 to 3 November 2023

Ms Lisa Judge was the Assistant Secretary of UnionsWA, the peak representative body for trade unions, where she was responsible for sector development, training, procurement, and worker entitlements. Before joining the union movement, Ms Judge worked to promote social inclusion and equality as an advisor to state and federal governments. Ms Judge resigned from the Board in November 2023.



BOARD MEMBERSHIP

Board members are appointed by the Minister 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’s training system.

Seven members are appointed by the Minister under section 19(1), from which one member is selected to undertake the duties of the Chair. Of these members, one is appointed for their experience in workers’ interests (s.19)(4A) (b) and one for their experience in employers’ interests (s.19)(4A) (a). During the reporting period, Ms Lisa Judge represented workers’ interests (from 1 July 2023 to 3 November 2023), followed by Ms Kari Pnacek (from 1 February 2024 to 30 June 2024). Employers’ interests were represented by Ms Lena Constantine (from 1 July 2023 to 30 June 2024).

Under section 19(2) of the VET Act, the Minister may appoint two other persons from a panel

of names submitted by Board members appointed under section 19(1). Mr Stephen Moir and Ms Debra Zanella were appointed in this way. Members may be appointed for up to three years and the chairperson may be appointed for up to five years. All members are eligible for re-appointment. In accordance with *Premier’s Circular 2023/02 – State Government Boards and Committees*, the membership of individuals should not exceed ten years.

Remuneration of State Training Board members

Section 63 of the VET Act provides that Board members are paid such remuneration and allowances as the Minister, on the recommendation of the Public Sector Commissioner, determines from time to time. This is paid as sitting fees¹. In October 2023, the Minister approved an increase to Board members’ sitting fees as recommended by the Public Sector Commission.

Table 1: State Training Board remuneration 2023-24

Position	Name	Type of remuneration	Period of membership in 2023-24	Gross remuneration 2023-24
Chair	Mr Jim Walker	Sitting fees	1 July 2023 – 30 June 2024	\$39,013.50
Member	Capt. Angela Bond	Sitting fees	1 July 2023 – 30 June 2024	\$18,982.99
Member	Prof. Juli Coffin	Sitting fees	1 July 2023 – 30 June 2024	\$18,982.99
Member	Ms Lena Constantine	Sitting fees	1 July 2023 – 30 June 2024	\$18,982.99
Member	Ms Lisa Judge	Sitting fees	1 July 2023 – 3 November 2023	\$2,170
Member	Ms Fran Kirby	Sitting fees	1 July 2023 – 30 June 2024	\$18,981.49
Member	Mr Stephen Moir	Sitting fees	1 July 2023 – 30 June 2024	\$18,982.99
Member	Mr Shannon O’Rourke	Sitting fees	1 January 2024 – 30 June 2023	\$6,236.49
Member	Ms Kari Pnacek	Sitting fees	1 February 2024 – 30 June 2024	\$4,157.67
Member	Prof. Cobie Rudd	Sitting fees	1 July 2023 – 31 December 2023	\$12,746.50
Member	Ms Debra Zanella	Sitting fees	1 July 2023 – 30 June 2024	\$18,982.99
TOTAL 2023-24				\$178,220.60

¹Members who are: on the public payroll, including all current full time State, Commonwealth and Local Government employees; Members of Parliament within the last 12 months; current and retired judicial officers (except magistrates); and current non-academic employees of public academic institutions, may not be eligible to receive sitting fees (Premier’s Circular 2023/02). Sitting fees are paid on a quarterly basis.

BOARD MEETINGS

The Board meets six times throughout the year, with meetings held either at the Department of Training and Workforce Development or at facilities relevant to its industry and training priorities.

Table 2 details the Board's meeting dates and the attendance of individual members.

Table 2: State Training Board meetings and attendance

Board member	Meetings						
	12/07/2023*	17/08/23	19/10/23	07/12/23	15/02/24	18/04/24	20/06/24
Mr. Jim Walker (Chair)	✓	✓	✓	✓	✓	✓	✓
Captain Angela Bond	✓	✓	✓	✓	✓	✓	✓
Professor Juli Coffin	✓	✓	✓	✓	✓	✓	✗
Ms Lena Constantine	✓	✓	✓	✓	✓	✓	✓
Ms. Lisa Judge ¹	✗	✗	✗				
Ms. Fran Kirby	✗	✓	✓	✓	✓	✓	✓
Mr. Stephen Moir	✓	✓	✓	✓	✗	✓	✓
Mr Shannon O'Rourke ²					✓	✓	✓
Ms Kari Pnacek ³					✓	✓	✓
Professor Cobie Rudd ⁴	✓	✓	✗	✓			
Ms Debra Zanella	✓	✗	✓	✓	✗	✗	✓

* This meeting was originally scheduled for 15 June 2023, but was postponed to 12 July 2023.

¹ Ms Judge was on leave from July to October and resigned from the Board on 3 November 2023.

² Mr Shannon O'Rourke's term on the Board commenced on 1 January 2024.

³ Ms Kari Pnacek's term on the Board commenced on 1 February 2024

⁴ Professor Cobie Rudd's term on the Board expired on 31 December 2023.



THE BOARD'S WORKING RELATIONSHIPS

The Board has an important role in enabling industry to invest in training and skills development by engaging with the VET sector. This involves developing strategies, policies and actions that maximise opportunities for building, attracting and retaining a skilled and capable workforce for Western Australia. In 2023-24, the Board's focus included creating opportunities in apprenticeships and traineeships, preparing the State's workforce for a clean energy future, investigating workforce needs in the agriculture sector, and building capacity in the regional workforce.

Minister for Training and Workforce Development

The Board is established by the Minister for Training and Workforce Development under Part 3 of the VET Act as Western Australia's peak industry training advisory body. The Chair, on behalf of the Board, meets with the Hon Simone McGurk MLA Minister for Training and Workforce Development on a regular basis.

From 8 December 2023, the Hon Hannah Beazley MLA Minister Assisting the Minister for Training and Workforce Development assumed responsibility for matters relating to industry training advisory bodies.

Industry training advisory bodies

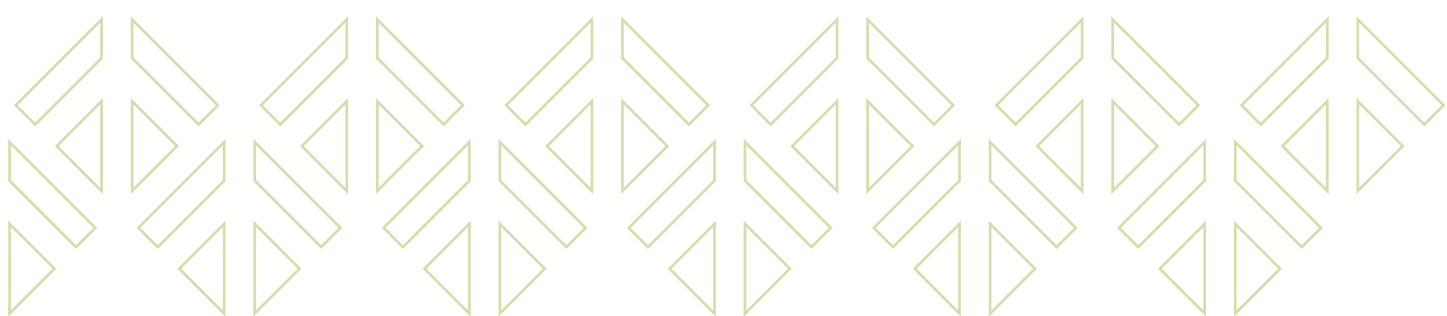
Industry training advisory bodies, also known as Industry Training Councils, provide a direct link between industry stakeholders and the training system. They consult broadly with stakeholders in order to provide valuable industry intelligence

and insights to the State Training Board and the Western Australian Government. Industry Training Council advice informs the Board's State Training Plan and recommendations to the Minister concerning vocational education and training matters. This consultation process ensures that the voice of Western Australia's industries is included in decisions regarding training and workforce development.

The Board currently recognises eight Industry Training Councils under section 21(1)(b) of the VET Act. Seven of these are funded by the Department, with the Office of the State Training Board responsible for managing the Service Agreements. The Construction Training Fund provides Industry Training Council services under a Memorandum of Understanding with the Department.

In 2023-24, the following Industry Training Councils were in operation (see Appendix 1 for further details):

- » Community Skills WA
- » Construction Training Council
- » Financial, Administrative and Professional Services Training Council
- » Food, Fibre and Timber Industries Training Council (WA)
- » FutureNow – Creative and Leisure Industries Training Council
- » Logistics and Defence Skills Council
- » Resources Industry Training Council
- » Utilities, Engineering, Electrical and Automotive Training Council





CommunitySkills WA



- RESOURCES
- INDUSTRY
- TRAINING
- COUNCIL



apea




CME



FINANCIAL ADMINISTRATIVE & PROFESSIONAL SERVICES TRAINING COUNCIL INCORPORATED

FutureNow.





The current Industry Training Council Service Agreements commenced on 1 July 2019 for a period of two years, with three one-year extension options. The final extension option was exercised in 2023, extending the Service Agreements to 30 June 2024. New Service Agreements are in place, commencing from 1 July 2024.

The Office of the State Training Board met frequently with the Industry Training Councils throughout the reporting period. Regular meetings support an ongoing dialogue between the State Training Board, Department and Industry Training Councils. They enable in-depth discussion on vocational education and training issues impacting industries as well as operational matters. During the reporting period, Industry Training Councils discussed how they could align their work around the priorities of the *State Training Plan 2023-24*, strategies to engage stakeholders on these priorities, proposed changes to apprenticeships and traineeships, and industry workforce development challenges and initiatives. These discussions directly inform the development of State Training Board initiatives and potential Department programs and policies that could be implemented to better support Western Australian industries.

Department of Training and Workforce Development

The Board has a strong working relationship with the Department of Training and Workforce Development. This relationship is underpinned by a Memorandum of Understanding between the Board and the Department.

The VET system is administered by the Department in its role as the State Training Authority. In addition to this vital training role, the Department has a wider responsibility for workforce development. That is, to build, attract and retain a skilled workforce to meet the

State's diversification agenda and economic needs, 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's VET system, including planning, funding and monitoring training and workforce development services. This investment into the VET sector is guided by the State Training Plan, an integral document produced by the Board at the request of the Minister that is informed by labour market data and industry intelligence. The Department funds training that is delivered by a State-wide network of TAFE colleges and funded private registered training organisations. The Department is also responsible for regulating the State's apprenticeship and traineeship system.

The Chair meets regularly with the Director General, the Executive Director, Policy, Planning and Innovation, the Director State Workforce Planning as well as other senior executives of the Department to ensure alignment between priorities of the Board and the Department, where possible. The Executive Director Policy, Planning and Innovation also attends Board meetings to provide an important link between Department and Board activities and to provide updates on Commonwealth and State VET issues, policies and developments, funding matters, uptake of training (including apprenticeships and traineeships) and other Department activities.

The Board and its committees are supported by the Office of the State Training Board (OSTB), which is part of the Department of Training and Workforce Development's Policy, Planning and Innovation directorate. The OSTB provides secretariat, policy and project support to the Board and its sub-committees. It supports the development of the Board's State Training Plan, and is also the first

point of contact for proponents seeking to establish, vary or remove an apprenticeship or traineeship in Western Australia. Through its administration of the Board's Establishment and Variation of Apprenticeships Committee, the OSTB supports the Board in its provision of advice and recommendations to the Minister for Training and Workforce Development in accordance with section 60C of the VET Act.

Training Providers

To maintain the dialogue between the Board and Western Australia's vocational education and training providers, the Chair of the Board regularly attends meetings of the TAFE Executive, and also meets with industry and training peak bodies and a range of industry and VET sector stakeholders.



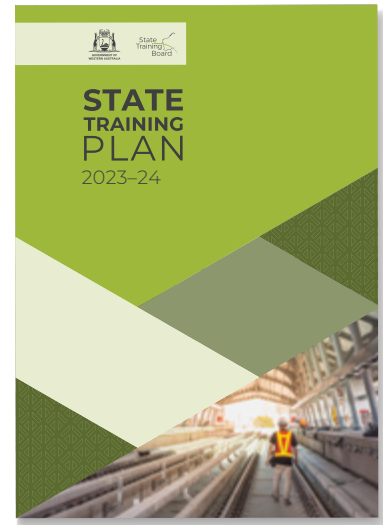


OUR WORK

STATE TRAINING PLAN

The Board develops a State Training Plan for the Minister for Training and Workforce Development under the VET Act. The plan is a key strategic document that identifies the training priorities of the State's industries to inform investment by the State Government in VET. The Board develops the Plan within the context of national and State Government policies and priorities, and is informed by the Department's training data and labour market analysis, as well as valuable consultation with industry facilitated by the State's network of Industry Training Councils.

The *State Training Plan 2023-24* focuses on developing a highly skilled and agile local workforce required to grow and diversify the State's economy. The Plan's four key priorities are:



1

Advocating for Western Australian industry skills needs in National Skills Reform.

The Board works to ensure WA's priorities, unique regional challenges and skills needs for economic growth and diversification are represented at the national level, through effective and collaborative engagement with Jobs and Skills Councils and Jobs and Skills Australia.

2

Preparing a skilled workforce for energy transformation and decarbonisation targets.

There is a significant role for the VET sector in preparing the workforce for the State's energy transformation and decarbonisation targets. Thousands of new jobs will be created across current and emerging industries as WA moves towards net-zero emissions by 2050.

3

Managing a sustainable pipeline of apprentices and trainees.

Apprentices and trainees are critical to Western Australia's skilled workforce in industries across the economy, including for the clean energy transition.

4

Building regional workforce skills and capacity.

WA's regions are unique. The development of skills as a platform to grow regional economies continues as a key focus for the Board. The Board's Social Assistance and Allied Health Strategy; Regional Early Childhood Education and Care Strategy; and the Agriculture Workforce and Skills Project are three of the Board's current initiatives with a strong focus on regional development.

ESTABLISHMENT AND VARIATION OF APPRENTICESHIPS

The Board's Establishment and Variation of Apprenticeships Committee (EVAC) provides advice to the Minister for Training and Workforce Development regarding the classification of prescribed VET qualifications and any other conditions applied to them, as required under section 60C of the VET Act. A list of the committee members can be found at Appendix 2.

The EVAC may establish new apprenticeships or make variations to existing ones. The *Vocational Education and Training (General) Regulations 2009* (the Regulations) prescribe that the Board must consult with industry training councils as well as employee and employer groups in any industry that might be affected by the Minister's decision.

Qualifications may be classified as A, B or C, which determines whether they may be undertaken through employment-based training only (class A), through institution-based training only (class C), or whether both pathways are available (class B).

Through the EVAC, the Board also provides advice to the Minister on other conditions relating to apprenticeships, as detailed in regulation 37 of the Regulations:

- » Whether an apprentice under a training contract for the qualification should be called an 'apprentice', 'trainee', 'intern', 'cadet' or some other term.
- » The nominal period of a training contract for the qualification.
- » Whether an apprentice under a training contract for the qualification should be able to work part time under the contract.
- » Whether a person at school should be able to enter into a training contract for the qualification.
- » Any other condition that should apply to the classification of the qualification.

All proposed establishments and variations, as well as the Minister's decision on each proposal, are published on the State Training Board website. Any changes to qualifications as a result of the EVAC process are also published in the *Government Gazette* and in the *Register of Class A and B Qualifications*. The following section details the proposals that were considered by the EVAC during the reporting period.

EVAC Activity

For the reporting period, there were four Class B traineeships established:

- » HLT31120 Certificate III in Non-Emergency Patient Transport
- » SHB50321 Diploma of Cosmetic Tattooing
- » CHC42221 Certificate IV in Housing
- » AUR30220 Certificate III in Bicycle Operations

For the reporting period, there were three variation proposals:

- » CPC30620 Certificate III in Painting and Decorating – not approved by the Minister
- » TLI31216/TLI31221 Certificate III in Driving Operations – application lapsed
- » CPC30320 Certificate III in Concreting - withdrawn

The STB also provided advice to the Minister in response to an application to establish an apprenticeship in Shed erection, engaging a consultant to undertake a training needs analysis.

Expedited EVACs are another critical process designed to fast-track the classification of new qualifications due to training package updates, whilst still meeting the legislative requirements under the VET Act. Due to skills reforms at the national level and a pause

on training package updates, there was a significant decline during this reporting period, with only one expedited EVAC, compared to 168 for the previous reporting period.

As of 30 June 2024, three establishments and two variation proposals were in progress and will be presented to EVAC in the 2024-25 reporting period.



INDUSTRY TRAINING COUNCILS

The Board, in consultation with the Minister, ensures that Industry Training Councils have appropriate industry membership and governance structures. Through Service Agreements with the Department, Industry Training Councils prepare annual industry engagement plans to ensure that industry intelligence is robust and adequately captures the views of industry. New Training Council Service Agreements are in place, commencing on 1 July 2024 following the cessation of outgoing Service Agreements on 30 June 2024.

In the reporting period, Industry Training Councils provided evaluation reports for the Board's Establishment and Variation of Apprenticeships Committee (EVAC), and quarterly updates outlining the key workforce and training trends and challenges for each sector. Industry engagement and reporting were conducted with a particular view to supporting the *State Training Plan 2023-24* strategic priorities and increasing the supply of skilled workers to WA's industries.

Industry Training Councils also undertook a significant body of work in consulting across their industry portfolios to provide detailed industry information for the 2024 Western Australian Jobs, Education and Training (WAJET) survey administered by the Department. The survey collected broad occupational and industry data to inform development of the *State Priority Occupation List 2024* and other training priorities for the State.

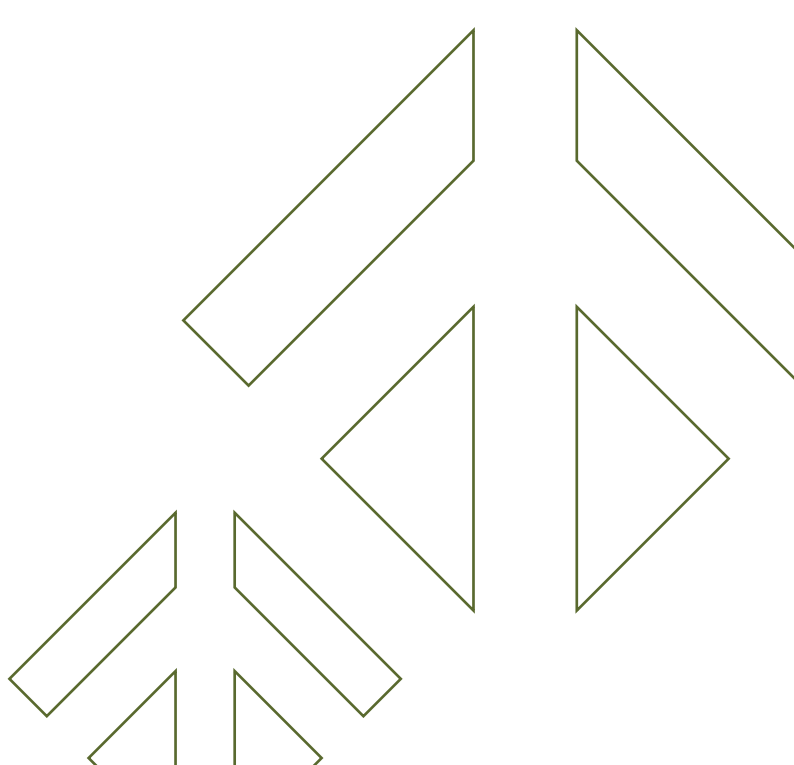
ADVOCATING FOR WA INDUSTRY IN NATIONAL SKILLS REFORM

Jobs and Skills Australia (JSA) was established in late 2022 to provide the Australian Government with independent advice on current, emerging and future workforce, skills and training needs, as well as advice on the capacity of the training system to meet these needs.

Ten national Jobs and Skills Councils (JSCs), contracted by the Department of Employment and Workplace Relations (DEWR) work with JSA to produce workforce development plans and commence a program to reform qualifications.

Positioning Western Australia's Industry Training Councils with JSC industry coverage from 1 July 2024 provides a more strategic alignment to national arrangements and ensures that the State's skills needs are prominent as national skills reforms progress.

This work aligns with *Priority 1 – advocating for Western Australian industry skills needs in National Skills Reform* of the *State Training Plan 2023-24*.



AGRICULTURAL WORKFORCE AND SKILLS DEVELOPMENT

During the reporting period, the Board's Agriculture Workforce and Skills Steering Committee progressed with work to investigate training options for the agricultural sector, with a specific focus on broad-acre farming. This work was in response to calls from industry for an agricultural apprenticeship to be established to address persistent skills shortages in the sector.

The steering committee met in July 2023 to identify key training and workforce issues within the sector and strategies to address the issues, including the potential to establish an agricultural apprenticeship. The Office of the State Training Board (OSTB) also held focus group consultations in October 2023, on

behalf of the steering committee, with local farmers in the Great Southern region.

In the reporting period, the Commonwealth Government's national Jobs and Skills Council, Skills Insight, was also tasked to investigate options for an agricultural apprenticeship at a national level. The OSTB has worked collaboratively with Skills Insight to share information from the Board's steering committee.

Given the outcomes of the agricultural apprenticeship project at a national level, and to avoid duplication, the work of the Board's steering committee has paused and will be aligned with Skills Insight's national project.

This project aligns with *Priority 4 – building regional workforce skills and capacity of the State Training Plan 2023-24.*

Membership for the Agriculture Workforce and Skills Steering Committee is listed at Appendix 2.



CLEAN ENERGY

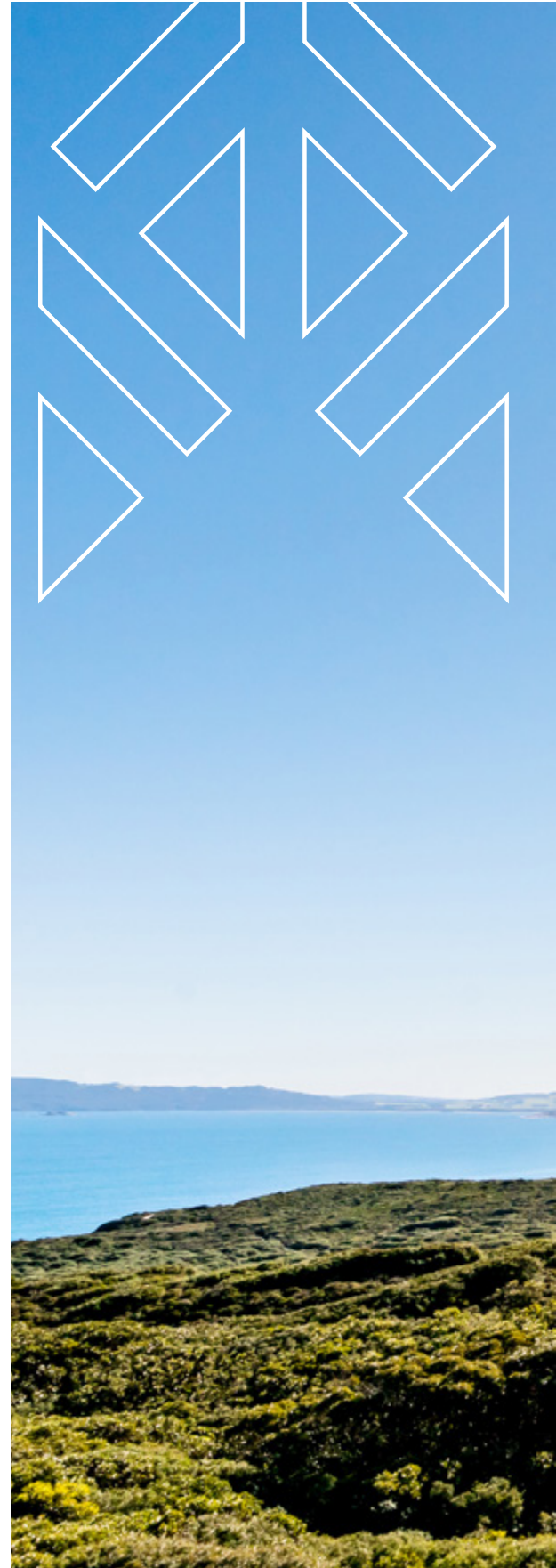
The State Government's proposal to establish a Clean Energy Skills National Centre of Excellence (Clean Energy Skills) aligns with the State Training Plan's strategy pillar, to prepare a skilled workforce for energy transformation and decarbonisation targets. Clean Energy Skills will have an important role to partner with industry to drive skill development and support participation of more Western Australians in clean energy jobs. It will also innovate training in clean energy technologies and fast track development and delivery of higher apprenticeship pathways.

The Board will partner with the Department to deliver a Clean Energy Skills Roadmap.



**Clean
Energy
Skills**

National Centre
of Excellence







INVESTIGATION OF REGIONAL CHILDCARE ISSUES

Following the release of the *Regional Early Childhood Education and Care Report* in May 2023, along with a State Government Workforce Action Plan, the Board continues to facilitate a collaborative approach to implementation of the strategy across industry and government.

The Director of the OSTB meets bi-annually with the Early Childhood Education and Care Working Group, led by the Department of Training and Workforce Development. The working group comprises representatives from across government agencies to improve regional families' access to childcare by attracting and retaining childcare workers, and supporting the sustainability of childcare providers.

The actions arising from the report support *Priority 4 – building regional workforce skills and capacity of the State Training Plan 2023-24*.

APPEALS AGAINST DECISIONS OF THE TRAINING ACCREDITATION COUNCIL

The Training Accreditation Council (TAC) is the registering and course accrediting body in Western Australia, responsible for quality assurance and recognition of VET services. This includes:

- » registration of training providers;
- » accreditation of courses; and
- » recognition of skills and qualifications.

The national VET regulator, the Australian Skills Quality Authority (ASQA), regulates registered training organisations that deliver to other states and territories and international students. The Board works with both TAC and ASQA in relation to quality issues in VET delivery. The Board also considers appeals from persons who are dissatisfied with a decision of TAC relating to registration, course accreditation or cancellation of VET qualifications under section 58G of the VET Act.

During the reporting period the OSTB worked closely with the Department and the TAC to make amendments to the VET Act to clarify the Board's function to hear appeals. The *Vocational Education and Training Amendment Act 2024* was assented to by the Governor on 26 March 2024 and the amendments became operative on 27 March 2024. In anticipation of the amendments, in December 2023, the Board approved a TAC Appeals Policy which outlines the scope of appeals that may be considered by the Board, the process and requirements for lodging an appeal, and how appeals are considered.

No appeals were lodged with the Board during the reporting period.

DISCLOSURES AND LEGAL COMPLIANCE

This Annual Report fulfils the requirements of section 24 of the *Vocational Education and Training Act 1996* by reporting on the operations of the State Training Board for the 12 months to 30 June 2024. The report is prepared in line with the Public Sector Commission's *Annual Report Guidelines for 2023-24* at www.wa.gov.au/government/publications/annual-report-guidelines-2023-24.

Financial statements

In accordance with the *Financial Management Act 2006*, the Department of Training and Workforce Development is the accountable authority for the State Training Board. The Board's financial statements are provided within the Department's Annual Report, including any disclosures required under Treasurer's Instruction 903(15).

Section 175ZE of the Electoral Act 1907

Section 175ZE of the *Electoral Act 1907* requires public agencies to report details of expenditure to organisations providing services in relation to advertising, market research, polling, direct mail and media advertising. The Board had no expenditure in this area during the reporting period.

Ministerial directions

Section 11(5)(a) of the *Vocational Education and Training Act 1996* requires the Board to include in its Annual Report the text of any direction given to the Board by the Minister. No ministerial directions issued under section 11 of the Act were received during the reporting period.

Compliance with public sector standards and ethical codes

The State Training Board's Code of Conduct provides guidance about ethical conduct, public duties and legal responsibilities. It was developed in line with the Public Sector Commission's *Conduct Guide for Public Sector Boards and Committees*. All members are provided with a copy of the Code of Conduct as part of their induction to the Board. An updated Charter and Code of Conduct was developed in August 2021 and has been signed by all members.

There were no issues in relation to the Code of Conduct, Code of Ethics or Public Sector Standards during the reporting period. The Board's reporting obligations were fulfilled through its submission to the Public Sector Commission's *Government Boards and Committees Annual Collection 2023* in July 2023.

Statement of Intent

In accordance with Public Sector Commission good governance guidelines, the Minister for Training and Workforce Development issued the Board with a Ministerial Statement of Expectations on 28 August 2023. In November 2023, the Board responded to the Minister with a Statement of Intent which demonstrates the Board's understanding and commitment to the Minister's expectations and articulates how it intends to meet those expectations.

The Board's Statement of Intent outlines the following four strategic priorities:

1. State Training Plan
2. Industry collaboration
3. Alignment with key Government policies and objectives
4. Good governance and communication

Administrative processes

The Office of State Training Board is established within the Department of Training and Workforce Development to provide secretariat support for the Board. Its relationship with the Department is underpinned by a Memorandum of Understanding, signed in December 2023. Through the Office, the Department provides corporate services, human resource support, records management, information and communications technology and other services to support the Board to deliver its functions and legislated obligations.

As such, the Board reports on the following items required by the *Annual Report Guidelines for 2023-24* through the Department's annual report: record keeping protocols; the Disability Action and Inclusion Plan; occupational safety, health and injury management; the multicultural plan; and substantive equality.

APPENDIX 1: INDUSTRY TRAINING COUNCIL MEMBERSHIP

The State Training Board recognised eight industry training advisory bodies (Industry Training Councils) under section 21(1)(b) of the VET Act during the 2023-24 reporting period.

Industry sector coverage of each Industry Training Council is published on the State Training Board website at wa.gov.au/stb.

Board composition for each Industry Training Council in the reporting period is detailed below.

Community Skills WA

Executive Director: Ms Caroline Thompson

Title	Name	Organisation
Chair	Neil Guard	Consultant, Mental Health Sector
Deputy Chair	Dr Sheralee Tamaliunas	Department of Health WA
Executive member	Julia McIntyre	Kimberley Aboriginal Medical Services
Executive member	Liz Behjat	Aged and Community Care Providers Associated
Board member	Linda Whiteside	Department of Education WA
Board member	Tabitha Werder-Bigham	Department of Communities
Board member	Collette Young	WA Country Health Service
Board member	Louise Giolitto	WA Council of Social Services
Board member	Adrian Barrett	Health Services Union of WA
Board member	Rikki Hendon	Community and Public Sector Union / Civil Service Association
Board member	Lisa Judge	United Workers Union (from 1 July to 3 November 2023)
Board member	Frances Buchanan	National Disability Services WA
Executive member	Caroline Thompson	Community Skills WA
Observer	Mark Bloomfield	Department of Training and Workforce Development
Observer	Debra Zanella	State Training Board

Construction Training Council

Director Skills Development: Mr Rob Berryman

Title	Name	Organisation
Chair	Tiffany Allen	Construction Training Fund
Member	Adrienne LaBombard	Chamber of Minerals and Energy
Member	Andy Graham	Civil Contractors Federation (WA Branch)
Member	Andy Thomas	National Fire Industry Association of WA
Member	Tom Feutrill	Woodside
Member	Ben Dahlstrom	MPA Skills
Member	Carl Copeland	National Electrical and Communications Association of WA
Member	Dylan Ogilvie	MELCHOR
Member	Loris Moriconi	ABN Group
Member	Michael McGowan	Housing Industry Association WA
Member	Mick Buchan	Construction, Forestry, Mining and Energy Union
Member	Charlotte Sutton	Master Builders Association
Member	Murray Thomas	Master Plumbers and Gasfitters Association of WA
Member	Ron Mutambiranwa	Rio Tinto
Member	Stan Liaros	The Apprenticeship and Traineeship Company
Member	Steve McCartney	Australian Manufacturing Workers' Union
Member	Steven Marrows	BGC Australia Pty Ltd
Member	Peter Carter	Electrical Trade Union WA
Member	Dan Perkins	Perkins Builders
Executive member	Rob Berryman	Construction Training Council
Observer	Ngaio Kerr	Construction Training Fund
Observer	Phillip Wyles	Department of Training and Workforce Development From 4 June 2024 Acting Executive Member, Construction Training Council
Observer	Lena Constantine	State Training Board

Financial, Administrative and Professional Services Training Council
Chief Executive Officer: Ms Tracey Farrow

Title	Name	Organisation
Chair	Steve Halbert	Austral Risk Services
Member	Sally Hackett	South Metropolitan TAFE, Institute of Public Accountants
Member	Tim Lane	REIWA
Member	Drew Mayhills	AIM WA
Member	Kim Stewart	Electrical Trade Union
Member	Martin Robinson	North Metropolitan TAFE
Member	Sadie Stevenson	SPASA WA (Maternity leave)
Member	Carly Waterfield	Chamber of Commerce and Industry WA
Member	Tony Brown	WALGA
Executive Member	Tracey Farrow	Financial, Administrative & Professional Services Training Council
Executive Member	Allan Jones	Financial, Administrative & Professional Services Training Council (from 1 July 2023 – 31 December 2023)
Executive Member	Tracey Farrow	Financial, Administrative & Professional Services Training Council (from 1 January 2024 – 30 June 2024)
Observer	Olivia Mayo	Department of Training and Workforce Development

Food, Fibre and Timber Industries Training Council

Chief Executive Officer: Vacant

Title	Name	Organisation
Chair	Darren Culverwell	LV Dohnt & Co Pty Ltd
Deputy Chair	Carlo Gosatti	Inglewood Products Group
Board member	Debra Kaye	Action Glass
Board member	Cheryl Stinson	Richgro Garden Products
Board member	Ann Maree O'Callaghan	Strategy Matrix
Board member	Kumar Peiris	TCF Resource Centre of WA
Board member	Tania Longman	Cabinet Making Association
Board member	Suliman Ali	Australian Workers' Union
Board member	Geoff Richards	Richgro Garden Products
Board member	Matt Journeaux	Australasian Meat Industry Employees Union
Board member	Ric Newman	EE & JM Newman
Executive member	Suzanne Hawkes	Food, Fibre and Timber Industries Training Council (from 8 April 2024 to 1 May 2024)
Executive member	Kay Gerard	Food, Fibre and Timber Industries Training Council (from 1 July 2023 to 28 March 2024)
Observer	Elaine Paterson	Department of Training and Workforce Development
Observer	Cobie Rudd	State Training Board (from 1 July 2023 – 31 December 2023)

FutureNow Creative and Leisure Industries Training Council

Chief Executive Officer: Ms Julie Hobbs

Title	Name	Organisation
Chair	Matthew Thomas	Australian HR Institute
Deputy Chair	Jane King	John Curtin Gallery and Australian Museums and Galleries Association Inc
Board member	Natalie Jenkins	Short Back & Sidewalks
Board member	Andrew Hill	Tourism Council WA
Board member	Robert Taylor	Western Australian Indigenous Tourism Operators Council
Board member	Tamara Cook	Known Associates Australia
Board member	Michelle Sandford	Microsoft
Board member	Ian Brown	Royal Life Saving WA
Board member	Rikki-Lea Bestall	Screenwest
Board member	Iain McDougall	Hospitality Group Training representing Australian Hotels Association
Board member	Stuart Halusz	Media, Entertainment and Arts Alliance and Theatre 180
Executive member	Julie Hobbs	FutureNow: Creative and Leisure Industries Training Council
Observer	Angela Chen	Department of Training and Workforce Development
Observer	Fran Kirby	State Training Board

Logistics and Defence Skills Council

Chief Executive Officer: Mr Michael Taremba

Title	Name	Organisation
Chair	Cathi Andrews	Payne Haulage
Deputy Chair	Brian Appleby	Public Transport Authority
Board member	Charlie Nichols	Transport Workers Union WA
Board member	Steve Barrett	Australian Defence Force
Board member	Duncan Powrie	AeroPM
Board member	Brenden Brolley	Maritime Union of Australia (MUA)
Board member	Stuart Davey	AqualisBraemar
Board member	Darsh Chapman	Qantas
Board member	Peter Carmichael	Bhagwan Marine
Board member	Ross Anile	Master Growers Association
Executive member	Michael Taremba	Logistics and Defence Skills Council
Observer	Kathy Hoare	Department of Training and Workforce Development
Observer	Angela Bond	State Training Board

Resources Industry Training Council

Manager: Ms Amanda Hamilton

Title	Name	Organisation
Chair	Louise Bonser	The Deering Group
Board member	Daniel Archer	Archer Consulting
Board member	Michelle McAullay	Building Opportunities for Aboriginal Businesses
Board member	Ronald Mutambiranwa	Rio Tinto Iron Ore
Board member	Adrienne LaBombard	The Chamber of Minerals and Energy of Western Australia
Board member	Aden Van Den Beld	MLG Oz
Board member	Harry Burrows	Australian Workers' Union
Board member	Glenn McLaren	Australian Manufacturing Workers' Union
Board member	Drew Cronin	Mineral Resources Limited
Board member	Ronnie Hill	Anytime Exploration Services
Board member	Trevor McCrystal	Monadelphous Group
Executive member	Amanda Hamilton	Resources Industry Training Council
Observer	Kathy Hoare	Department of Training and Workforce Development
Observer	Jim Walker	State Training Board

Utilities, Engineering, Electrical and Automotive Training Council

Chief Executive Officer: Mr Jason Cullen

Title	Name	Organisation
Chair	Steve McCartney	Australian Manufacturers Workers Union
Member	Melonie Stuart	Westgold
Member	Jill Hugo	Australian Services Union
Member	Joe Guira	Westrans Services
Member	Shaun Holland	RAC
Member	Carl Holmes	Comtech
Member	Mike Millard-Hurst	Western Power
Member	Neil Hooley	Water Corporation
Member	Carl Copeland	The Electrical and Communications Assoc of WA
Member	Peter Carter	Electrical Trade Union
Member	Daniel Langley	Support Vehicles Australia
Member	Michael Broomhead	ATCO Gas
Member	Tenay Stringer	Marlee Resources
Executive Member	Jason Cullen	Utilities, Engineering, Electrical & Automotive Training Council
Observer	Jodie Wallace	Department of Training and Workforce Development
Observer	Stephen Moir	State Training Board

APPENDIX 2: STATE TRAINING BOARD COMMITTEES

Section 23 of the VET Act enables the Board to appoint committees and working groups to assist it to perform its functions under the Act. A committee may include people who are not members of the Board but must include at least one member of the Board.

Establishment and Variation of Apprenticeships Committee

The Board's Establishment and Variation of Apprenticeships Committee (EVAC) provides advice to the Minister regarding the classification of prescribed VET qualifications and any other conditions applied to them, as required under section 60C of the VET Act.

The EVAC meets as necessary to discuss contentious issues, but otherwise conducts its work out of session. In 2023-24, EVAC had the following members:

Mr Jim Walker

Professor Juli Coffin

Mr Stephen Moir

Ms Lisa Judge (until 3 November 2023)

Ms Kari Pnacek (from 1 February 2024)

Ms Lena Constantine

Board members received no additional remuneration for their membership on this committee.

Agriculture Workforce and Skills Steering Committee

In 2023, the Board, in consultation with the Food, Fibre and Timber Industries Training Council and the Department of Primary Industries and Regional Development, established an Agriculture Workforce and Skills Steering Committee comprising relevant industry and government stakeholders to guide recommendations to the Minister for Training and Workforce Development for the broadacre farming sector. Members were not remunerated for their involvement on the Committee.

The Committee had the following members:

Jim Walker, Chair of the State Training Board (Chair)

Joanne Payne, Managing Director, Central Regional TAFE

Darren Kavanagh, WorkSafe Commissioner, Department of Mines, Industry Regulation and Safety

Brad Armstrong, Manager Workforce Capability, Department of Primary Industries and Regional Development

Kay Gerard, Chief Executive Officer, Food, Fibre and Timber Industries Training Council (FFTITC)

Ric Newman, Board Member, FFTITC

Mark Fowler, Grains President, WA Farmers

Tony Seabrook, President, Pastoralists and Graziers Association of WA

Rikki Foss, Chief Executive Officer, Grower Group Alliance

Daniel Sudlow, A/Director, Agricultural Education, Department of Education

Mic Fels, Owner, Halcyon Downs

Neil Eastough, Chief Executive Officer, Eastough's Ag Training

Apollo Ruggiero, WHS Manager, Merredin Farms

John Seabrook, Farm Owner, York

Phil Longmire, Farm Owner, Esperance

Andrew Orford, General Manager, Muresk Institute

Ley Webster, Owner, 2 Work in Oz

Kathy Hoare, Director, State Workforce Planning, Department of Training and Workforce Development (DTWD)

Eamon Moore, Director, Office of the State Training Board, DTWD

