



State Training Board

Annual Report
2021–2022



Statement of Compliance

Hon Sue Ellery MLC
Minister for Education and Training

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 2022.



Jim Walker
CHAIR, STATE TRAINING BOARD

5 September 2022

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 2021-2022

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Chair's message

On behalf of the State Training Board, I am pleased to present our Annual Report for the year ending 30 June 2022.

The 2021-22 financial year has been a year in two acts. The beginning of the financial year saw robust border restrictions return to ensure that Western Australia's unique way of life was protected from the devastating impacts of the Delta and Omicron strains of COVID-19. Government's focus was on delivering workforce development and training responses targeted at underutilised workers in order to increase WA's labour pool in the context of record low unemployment and limited access to overseas workers.



The second half of the year saw Western Australia reopen to the rest of the world. With unemployment continuing to fall and demand for workers climbing, there are now more job openings than unemployed people in the State. This, combined with major government investment in the VET system, has seen businesses looking to increase their training investment, with the demand for VET qualifications reaching record levels. This demand has resulted in new challenges for the sector, with many training providers reaching capacity and struggling to find suitably qualified staff.

These are positive challenges and provide an opportunity for the Board to deeply engage with industry and the community to understand what else can be done to ensure businesses' skills needs are met over the long term. This has led to an exciting body of work over the reporting period, in particular the Board's work in understanding young people's VET experiences. In late 2021, the Board hosted seven roundtables, hearing from over 70 young people about their VET journey and their insights on how to improve perceptions, enhance exposure and reduce barriers to VET.

The Board has also seen a major uptick of new apprenticeship and traineeship establishments and variations over recent years. These include a number of new traineeships in Information Communication Technology, which will provide Western Australians an opportunity to gain sought-after future orientated skills direct from industry leaders. 2021-22 also marked a pivotal year for WA's civil construction sector with the creation of nine apprenticeships as part of the Civil Construction Pilot Program. The establishment of these apprenticeships, driven by industry and the union with support from the Construction Training Fund, demonstrates the Board's critical role in brokering training solutions that meet the needs of both industry and their workers.

I would like to acknowledge the significant contributions of Industry Training Councils throughout 2021-22. Their efforts in gathering industry information and identifying training solutions to support businesses during the tightest labour market in 50 years has been extraordinary. Finally, I would like to thank our Board members, whose deep insight into the workforce needs of the WA community and strategic guidance has been vital to our success.

A handwritten signature in black ink that reads "Jim Walker". The signature is written in a cursive, flowing style.

Jim Walker
CHAIR, STATE TRAINING BOARD

Performance highlights

6



Board meetings

4



Industry Training Council Forums



State Training Plan 2022-23 released

8

priority areas to develop a highly skilled and agile local workforce and help diversify the State's economy.

Major Projects



Social Assistance and Allied Health: Future Workforce Skills report released by Minister



Youth Engagement Project commenced, including 7 industry roundtable discussions



Focus on Governance:

- Memorandum of Understanding with Department signed
- New Board Charter and Code of Conduct
- Board's Statement of Intent endorsed by Minister



Investigation of workforce challenges in the regional childcare sector completed

Establishment and variation of apprenticeships and traineeships

3

New traineeships established

- Certificate IV in Cyber Security
- Diploma of Information Technology
- Advanced Diploma of Information Technology

16

Apprenticeships and traineeships varied to better meet the needs of industry

106

Apprenticeships and traineeships updated via the expedited EVAC process

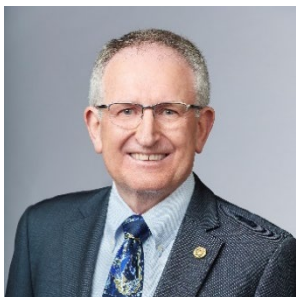
About the State Training Board

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 Education and Training (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
<p>Development of a State Training Plan that sets out industry's training needs.</p> <p>The Plan is submitted to the Minister to inform strategic directions, policies and priorities for the State training system.</p>	<p>Provides recommendations to the Minister on the endorsement of qualifications for delivery as apprenticeships and traineeships in WA.</p> <p>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.</p>
<p>Thought leadership to ensure that WA's training sector is on the front foot.</p> <p>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.</p>	<p>Formally recognises Industry Training Councils for the provision of specific advice on training and workforce issues.</p> <p>The Board manages Industry Training Council service agreements to ensure their services meet the needs of the Board, Department and the Minister.</p>
<p>Strategic industry engagement to inform training sector policy development.</p>	<p>Hears appeals to Training Accreditation Council decisions relating to training provider registration, course accreditation and cancellation of VET qualifications.</p>

State Training Board members as at 30 June 2022

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 Chairman of Austin Engineering Ltd, Mader Group and MLG Oz. Jim is a Non-Executive Director of M G Kailis Pty Ltd and Chairman of 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, Managing Director and Chief Executive Officer of WesTrac Pty Ltd. He was formerly Chair of Wesley College and Australian Potash. A past National President of 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.

Mr Chris Hall AM 1 January 2013 to present



Mr Chris Hall is the Chief Executive Officer of Juniper, a leading provider of care, accommodation and support services for older Western Australians. Over the past 30 years, Mr Hall has been part of numerous government advisory bodies and held corporate governance and senior leadership positions in the not-for-profit sector at national, state and local levels.

Mr Hall is a Graduate of the Australian Institute of Company Directors, Fellow of the Australian Institute of Management, Fellow of the Institute of Public Administration Australia WA, and 2009 Churchill Fellow.

Professor Cobie Rudd 16 November 2015 to present



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, given ECU South West's Bunbury campus is the State's largest regional campus.

Professor Rudd has provided leadership for a diverse range of capacity-building and research projects on a national scale and has also lived, and worked, in Queensland and Canberra in senior management, and policy making and advisory roles for both state and commonwealth governments.

Professor Rudd also holds the ECU portfolio for institutional accreditation in gender equality and oversees professional accreditations for all ECU courses. Previously, she was ECU's Deputy Vice-

Chancellor (Strategic Partnerships), ECU's Pro-Vice-Chancellor (Health Advancement), ECU's inaugural Chair in Mental Health, and one of five National Teaching Fellows appointed by the Australian Government Office for Learning and Teaching in 2011; the first in simulation-based learning. She's 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.

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

Mr Ray Sputore 1 July 2017 to present



Mr Ray Sputore has over 47 years of professional, corporate and business experience through a range of executive management and non-executive management appointments. Mr Sputore's extensive boardroom and board committee experience includes ASX listed, proprietary, not-for-profit and government organisations covering the building, civil, industrial, state government and resource sectors. Previous board roles include Master Builders WA, Master Builders Australia, Leighton Contractors, Ngarda Mining and Civil, Decmil Australia, WA Construction Industry Portable Long

Service Leave and the Mark Allen Memorial Trust.

Mr Sputore graduated in Civil Engineering from the West Australian Institute of Technology in 1974. He is a Graduate of the Australian Institute of Company Directors, a Fellow of the Institute of Engineers Australia and a registered builder, contractor and practitioner. Mr Sputore is the past President and Chair of the Chamber of Commerce and Industry of WA (CCIWA). He is the immediate past President of the Australian Chamber of Commerce and Industry and Non-Executive Director, and also a Non-Executive Director of CBus (United Super).

Captain Angela Bond, RAN 1 January 2018 to present

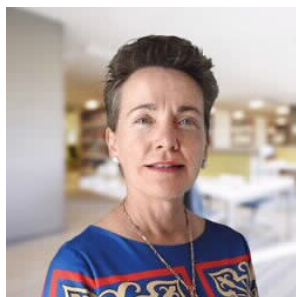


Captain Bond was the Commanding Officer at HMAS Stirling and the Senior Naval Officer of Western Australia prior to transferring to the Naval Reserve in March 2017.

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. Having gained significant hotel operational experience in Ireland and Australia, Fran was appointed Human Resources Manager at Observation City Hotel in 1992 until 1999. Thereafter she spent 3 years as Human Resources Manager at the Esplanade Hotel in Fremantle. In 2003 Fran 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. Fran 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 Fran 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.

Fran has been a member on the State Training Board since January 2018. She 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 and health promotion.

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). These grants bring Professor Coffin’s combined funding-base to over \$6 million. Professor Coffin previously worked at the Telethon Kids Institute where she held the position of Ellison Professor and Head, Social & Emotional Wellbeing of Aboriginal Young People. While in this role, Professor Coffin 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. Stephen 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.

Lisa Judge 1 September 2021 to present



Ms Lisa Judge is the Assistant Secretary of UnionsWA, the peak representative body for trade unions, where she is 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.

A graduate of the Australian National University, Ms Judge holds a BA in Political Science and Government and a Master of Teaching. She is passionate about strengthening public services by empowering the workforce who deliver them. In her most recent role as the Coordinator of Communications and Engagement at the CPSU/CSA Ms Judge coordinated worker responses to COVID policy and drove the digitisation of union services to respond to remote work.

Ms Judge now serves on the newly formed Building and Construction Consultative Committee and pursues the protection of worker entitlements on the MyLeave Board.

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 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 and one for their experience in employers' interests. In 2021-22, these members were Ms Lisa Judge and Mr Ray Sputore respectively. Ms Judge is Assistant Secretary UnionsWA and was appointed to the Board in September 2021 following nomination by UnionsWA.

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 Mr Chris Hall AM were appointed in this way. Members may hold office for up to three years and the chairperson may hold office for up to five years. All members are eligible for re-appointment. In accordance with *Premier's Circular 2021/18 – State Government Boards and Committees*, the membership of individuals may 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. During the 2021–22 reporting period, Board members received the following remuneration.

Table 1: State Training Board remuneration 2021-22

Position	Name	Type of remuneration	Period of membership in 2021-22	Gross remuneration 2021-22
Chair	Mr Jim Walker	Sitting fees	1 July 2021 – 30 June 2022	\$32,550.00
Member	Mr Chris Hall AM	Sitting fees	1 July 2021 – 30 June 2022	\$13,020.00
Member	Prof. Cobie Rudd	Sitting fees	1 July 2021 – 30 June 2022	\$13,020.00
Member	Mr Ray Sputore	Sitting fees	1 July 2021 – 30 June 2022	\$13,020.00
Member	Ms Fran Kirby	Sitting fees	1 July 2021 – 30 June 2022	\$13,020.00
Member	Capt. Angela Bond	Sitting fees	1 July 2021 – 30 June 2022	\$13,020.00
Member	Prof. Juli Coffin	Sitting fees	1 July 2021 – 30 June 2022	\$13,020.00
Member	Mr Stephen Moir	Sitting fees	1 July 2021 – 30 June 2022	\$13,020.00
Member	Ms Lisa Judge	Sitting fees	1 September 2021 – 30 June 2022	\$7,595.00
TOTAL 2021-22				\$131,285.00

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 2021-22 the Board's focus included creating opportunities for employers to engage with the training sector through apprenticeships and traineeships, better engaging young people in training and addressing critical workforce shortages in the social assistance and allied health sector.

Minister for Education and Training

The Board is established by the Minister under Part 3 of the VET Act as WA's peak industry training advisory body. The Chair, on behalf of the Board, meets with the Minister on a regular basis. During the reporting period, the Board reported to the Hon Sue Ellery MLC, Minister for Education and Training.

¹ Members 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, are not eligible to receive sitting fees ([Premier's Circular 2021/18](#)). Sitting fees are paid on a quarterly basis.

Industry training advisory bodies

Industry training advisory bodies, also known as Industry Training Councils, provide a direct link between industry needs and the training system. They provide industry advice and information to the State Training Board, the Western Australian Government, training providers and members of the public. Training council advice is used to inform the Board's State Training Plan and to make recommendations to the Minister throughout the year concerning vocational education and training matters in Western Australia. The advice given by Industry Training Councils is informed by their ongoing engagement with industry. This ensures that the voice of Western Australia's industry 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 2021-22, 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



In 2019-20, Industry Training Councils entered into new Service Agreements that support the McGowan Labor Government's commitment to revamp the State Training Board and Industry Training Councils. The updated agreements ensure that their structures and input provide a direct link between industry needs and the government's broader strategic direction. In 2022, the Service Agreements were extended to 30 June 2023. Service Agreements are structured around five deliverables:

1. industry engagement;
2. the provision of precise and timely advice on industry, workforce and occupational priorities;
3. the provision of accurate and timely advice on vocational education and training pathways and programs;
4. the provision of input and industry intelligence to support the development and implementation of vocational education and training products; and
5. governance and reporting.

The Office of the State Training Board held four Industry Training Council Forums throughout the reporting period, aimed at facilitating dialogue between the Department and Industry Training Councils on vocational education and training issues as well as operational matters. Forums were held on 11 October 2021, 9 December 2021, 3 March 2022 and 20 May 2022.

In the reporting period, the Board commenced a review of Industry Training Council Service Agreement arrangements. The outcomes of the review are intended to support the development of an updated Service Agreement. It is anticipated the new Service Agreement will commence on 1 July 2023. To effectively identify the strengths and weaknesses of the current agreement and opportunities for improvement, the Board has engaged the Perth Consultancy Group to undertake qualitative interviews with training councils, Board members and key stakeholders within the Department. A sub-committee of the Board was established to oversee the review. Details of the sub-committee are provided at Appendix 2.

Department of Training and Workforce Development

The Board has a close 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 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's VET system, including planning, funding and monitoring training and workforce development



services. It funds training that is delivered by a State-wide network of TAFE colleges and funded private registered training organisations (RTOs). 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 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. In addition, the Director General attended the 16 June 2022 Board meeting.

Throughout the reporting period, the position of Director General was held by Ms Karen Ho and the position of Executive Director Policy, Planning and Innovation was held by Ms Jodie Wallace.

Office of the State Training Board

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. 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 Education and Training in accordance with section 60C of the VET Act.

The Office also provides executive support to members along with secretariat support to the Board and its committees and sub-committees. In 2021-22, it had the following staffing structure:

Position	Level
Director	PS8
Principal Policy Consultant	PS7
Senior Policy Officer	PS6
Research Analyst	PS5
Graduate Policy and Research Officer	PS3

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 the Independent Tertiary Education Council Australia (ITECA), the peak body representing independent providers of vocational education and training. The Chair was a guest speaker at ITECA's WA Vocational Training Business Summit, held in Perth on 24 June.

The Office of the State Training Board facilitated two meetings between the TAFE Executive and Industry Training Council CEOs in the reporting period, with meetings held on 9 November 2021 and 3 May 2022. This further strengthened discussions between industry and training providers around vocational education and training issues.

State Training Plan

The Board develops a State Training Plan for the Minister for Education and Training under the VET Act. The plan is a key strategic document that identifies the State's training needs and how those needs may be met by State Government investment. The Board develops the Plan within the context of national and State policies and priorities, and draws on detailed economic and labour market trends and forecasts and the Department's training delivery data. It is informed by industry intelligence provided by the State's network of Industry Training Councils.

The *State Training Plan 2022-23* was endorsed by the Minister on 23 January 2022. The Plan focuses on developing a highly skilled and agile local workforce and the training required to grow and diversify the State's economy. The Plan builds on outcomes from the Premier's Skills Summit held in June 2021, and is informed by industry analysis provided by Industry Training Councils through the new Western Australia Jobs, Education and Training (WAJET) survey.

The Plan identifies eight strategic priorities for Western Australia to guide the State Government's investment in vocational education and training over the next two years.

1. Promote skills to support WA's economic growth and diversification.
2. Raise the profile of VET across industry and the school system.
3. Grow the proportion of young people who are engaged in VET.
4. Maximise participation in vocational education and training.
5. Focus on regional training solutions.
6. Support employment based pathways.
7. Develop skills to meet the growing demand of WA's social assistance and allied health workforce.
8. Enhance links between WA's industries and the VET sector.



In order to help shape the Board’s future projects, the Office of the State Training Board has also undertaken a gap analysis of the *State Training Plan 2022-23* to map existing government programs against the priorities identified in the Plan. This will guide the Board’s work for the next financial year.

Board meetings

Meetings of the Board are generally held bi-monthly at the Department of Training and Workforce Development. The meeting on 11 November 2021 was held at North Metropolitan TAFE in Joondalup and included a tour of the horticulture, light manufacturing, cyber security and hospitality training facilities. 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					
	22/07/21	16/09/21	11/11/21	17/02/22	07/04/22	16/06/22
Mr. Jim Walker (Chair)	✓	✓	✓	✓	✓	✓
Mr. Chris Hall AM	✓	✓	✓	✓	✓	✓
Professor Cobie Rudd	✓	✓	✓	✓	✓	✓
Mr. Ray Sputore	✓	✓	✓	✓	✓	✓
Ms. Fran Kirby	✓	✓	✓	✓	✓	✓
Captain Angela Bond	✓	✓	✓	✓	✓	✓
Professor Juli Coffin	✓	✓	✓	✓	✓	✓
Mr. Stephen Moir	✘	✓	✓	✓	✘	✓
Ms. Lisa Judge		✓	✓	✓	✓	✓

Establishment and variation of apprenticeships

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. 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*. The following section details the proposals that were considered by the EVAC during the reporting period.

EVAC Activity

There were three establishments and 16 variations in the reporting period, compared to three establishments and 25 variations² in 2020-21. There were 106 expedited EVACs, a decline from 203 in 2020-21. Nine apprenticeships and traineeships were removed during this reporting period.

Establishments and variations made within the reporting period are detailed at Appendix 3.

² The 25 variations in 2019-20 included a bulk variation to a group of 18 qualifications (gazetted on 12 June 2020) as part of the establishment of Elite Athletes Apprenticeship and Traineeship arrangements.

Industry Training Councils

The Board, in consultation with the Minister, ensures that Industry Training Councils have appropriate levels of industry coverage, membership and governance structures. Through their Service Agreements, the Board and the Industry Training Councils implemented an industry engagement framework to ensure that industry intelligence is robust and adequately captures the views of industry. These Service Agreements were extended in the reporting period to 30 June 2023.

In the reporting period, Industry Training Councils provided detailed reports concerning proposed changes to apprenticeships and traineeships, 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 WA's COVID-19 recovery initiatives and increasing the supply of skilled workers to WA's industries.

Industry Training Councils also undertook a significant body of work in providing detailed industry information for the WAJET survey administered by the Department. The survey collected broader data input compared to previous years to inform development of the *State Priority Occupation List 2022* and other training priorities for the State.

Social Assistance and Allied Health Workforce project

In April 2019, the State Government released the Board's *Social Assistance and Allied Health Workforce Strategy* (the Strategy). The Strategy made seven key recommendations, with a primary focus on ensuring a skilled workforce for frontline and support occupations that have a VET pathway.

Through the Social Assistance and Allied Health Workforce Steering Committee, the Board has worked closely with the State Government on the implementation of projects to address the Strategy's recommendations. Several training programs have been implemented in response to the Board's recommendations, including the Enterprise Training Program and Pre-traineeship courses in Aged Care and Disability support.

Following on from this body of work, from 2020-22, the Committee investigated workforce development strategies for the Aboriginal and Torres Strait Islander health and wellbeing services, mental health services, and alcohol and other drugs support. Community Skills WA was contracted to undertake this work and conducted extensive state-wide consultation to identify strategies for attraction, retention and training of workers in these sectors. These consultations included 75 organisations across metropolitan and regional Western Australia, including peak bodies, training providers, schools, service providers and employment companies.

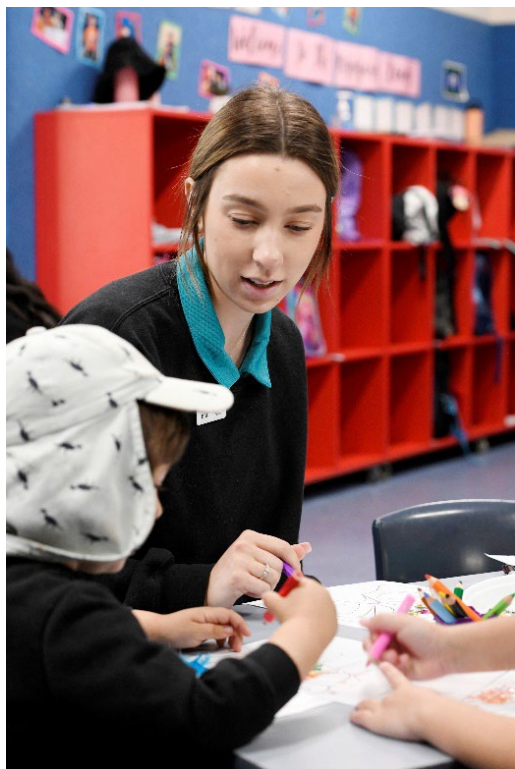
The Committee's *Social Assistance and Allied Health: Future Workforce Skills Report* outlined 25 recommendations under seven themes for the consideration of government, industry and the education and training sectors. The report was provided to the Minister for Education and Training for consideration, and in January 2021 Minister Ellery referred the report to the Department of Training and Workforce Development to prepare a State Government response and implementation plan. The Department of Training and Workforce Development worked collaboratively with the Department of Health, Mental Health Commission, Department of Communities, Aboriginal Health Council of WA and WA Country Health Services to develop a State Government action plan to address the recommendations of the report.

Minister Ellery formally released the *Social Assistance and Allied Health: Future Workforce Skills Report* and the accompanying State Government response on 27 May 2022.

Investigation of regional childcare issues

In 2021, the Board commenced a body of work to investigate regional childcare issues in Western Australia. This followed on from the work of the Board's Social Assistance and Allied Health Workforce Steering Committee, which investigated the workforce and skill needs of the aged care, disability support, mental health, allied health and community services sectors. Due to the large scope of the project, the childcare sector could not be covered in detail at the time.

In 2021, the Board in conjunction with Community Skills WA, undertook to investigate the drivers of skill shortages impacting the delivery of childcare services in regional Western Australia, and how the training sector may assist. A number of industry consultation roundtables were held with key



representatives of the childcare sector, including State Training Board members and stakeholders from Community Skills WA, the Regional Chamber of Commerce and Industry and regional childcare providers. Community Skills WA also undertook separate consultations with stakeholders in the regions to identify potential strategies to assist workforce development within the sector and explore opportunities for program development.

The Office of the State Training Board and Community Skills WA used the outcomes of these consultations to inform the development of a paper on the issue. The paper, which was endorsed by the Board on 17 February 2022, identifies seven key themes driving workforce challenges in the regional childcare sector, as well as seven specific workforce development strategies to address these challenges. Strategies identified in the paper help support the McGowan Government's election commitment to invest \$5.1 million to improve regional families' access to childcare by attracting and retaining childcare workers, and supporting the sustainability of

childcare providers. The Department of Training and Workforce Development is now undertaking an analysis of the paper to identify which State Government portfolios are best placed to address the issues identified in the report. This analysis will be provided to the Minister for Education and Training, as well as the Department of Communities to inform a whole of government response in relation to issues facing the childcare sector in Western Australia.

Youth Engagement project

In 2021, the State Training Board commenced a body of work to investigate strategies to increase participation in vocational education and training among young people. The objective of this work was to identify enablers and barriers to young people's participation in VET, and make recommendations to the Minister on strategies that will encourage more young people to take up training.

This work aligns with two recommendations in the Board's *State Training Plan 2022-23*:

- Raise the profile of VET across industry and the school system.
- Grow the proportion of young people who are engaged in VET.

As part of this project, the Board conducted a series of facilitated roundtable discussions with young people aged 18-24, who were undertaking or had recently completed a VET qualification. Seven roundtable discussions were held across October and November 2021, with 78 participants in total. Over the course of these discussions, the Board sought to gain a deep understanding of young people's views and experiences of the VET sector and explore opportunities to better engage young people in VET. It is noted that these discussions focused on training in the Perth metropolitan area and did not explicitly consider the experiences of regional or diverse cohorts.

Dr Shaun Ridley, Chief Operating Officer at the Australian Institute of Management (AIM) WA was engaged to facilitate the roundtable discussions. Discussions were held for the following industries:

- Social Assistance and Allied Health;
- Tourism and Hospitality;
- Mining and Resources;
- Construction;
- Automotive and Manufacturing;
- Defence; and
- Other industries.

The Board is in the process of finalising a report that identifies findings and recommendations from these consultations. It is intended the report will be provided to the Minister for Education and Training in mid-2022.

Board Governance Framework

In November 2021, the Public Sector Commission (PSC) released new and updated resources to support good governance among WA government boards and committees. The PSC *Governance Manual for WA Government Boards and Committees* outlines seven principles to guide the governance of government boards. In response to this work, the State Training Board commenced a review of its governance framework to ensure compliance with PSC requirements.

While compliant, the Board undertook extensive work to ensure its governance framework is of the highest quality and in line with best practice principles. This work included:

- Development of a *Board Charter* and revised *Code of Conduct* which clearly set out the roles and responsibilities of the Board and its members.
- Acceptance of a Ministerial *Statement of Expectations* provided to the Board on 2 July 2021. The *Statement of Expectations* highlights ministerial priorities relevant to the Board and articulates the Minister's expectations in relation to these priorities.
- Preparation of a formal *Statement of Intent* in response to the *Statement of Expectations*. The Statement was endorsed by the Board on 11 November 2021. It demonstrates the Board's understanding and commitment to the Minister's expectations and articulates how it intends to meet those expectations.
- Development of a *Memorandum of Understanding* between the Board and the Department of Training and Workforce Development to guide the working relationship between the two government bodies.
- Preparation of a revised *Induction Manual* for new Board members.
- In February 2022 all members completed the PSC's Accountable and Ethical Decision Making Training.
- Conduct of a risk management review and development of Risk Register to identify, assess and manage the Board's risks.

In addition to this program of work the Board has recently undertaken a review of its governance arrangements in light of the key findings from the *Perth Casino Royal Commission*. The review found that the Board had appropriate controls in place and an effective governance framework.

This work demonstrates the Board's commitment to high levels of governance in all areas of its operation.

WA Tourism and Hospitality Skills Strategy

In 2019-20, the Department of Training and Workforce Development, the State Training Board and FutureNow; Creative and Leisure Industries Training Council developed the *Western Australian Tourism and Hospitality Skills Strategy 2020* (the Strategy). A Tourism and Hospitality Steering Committee was established to guide the development of the Strategy. The Committee is chaired by Mr Jim Walker, Chair of the State Training Board and comprises industry peak associations, employers, and government agencies. The Committee guided the development and implementation of the Strategy.

The project supports the State Government's priorities, with tourism in Western Australia identified as a priority industry sectors in the State's *Diversify WA Economic Development Framework*. The Strategy was developed to address the skills and knowledge needed to support a longer term tourism strategy for Western Australia. The Strategy was completed in March 2020 but was put on hold in recognition of significant market disruptions experienced by tourism and hospitality operators due to COVID-19.

The Board subsequently endorsed an update to the Strategy which acknowledged the impacts of COVID-19 on the sector and outlined the progress already made against many of the recommendations as part of the State Government's COVID-19 recovery initiatives. The *Western Australian Tourism and Hospitality Skills Strategy* was endorsed by the Minister on 21 January 2021.

Throughout the reporting period, the Board has facilitated a collaborative approach to implementation across industry and government. With the change of focus to implementation, the Tourism and Hospitality Steering Committee's role has transitioned to an oversight focus. The Committee met on 13 July 2021 and 9 September 2021. A one-on-one engagement strategy was undertaken in 2022, with the Chair of the Board and the Director of the OSTB meeting individually with Committee members to discuss industry developments and progress in implementing the Strategy's recommendations. Tourism and Hospitality Skills Steering Committee membership is listed at Appendix 2.



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.

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

During the reporting period the Board was subject to ongoing legal proceedings relating to a prior appeal which was challenged in the Supreme Court of Western Australia in 2020 (*Smith v State Training Board* [2020] WASC 394). The case was heard by the Court of Appeal (WA), with a judgement in favour of the Board delivered on 28 October 2021 (*Smith v State Training Board* [2021] WASCA 190).

This decision was subsequently appealed to the High Court of Australia. The application for special leave of the High Court was dismissed on 20 April 2022 (*Smith v State Training Board & Anor* [2022] HCASL 78 P49/2021).

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 2022. The report is prepared in line with the Public Sector Commission's *Annual Report Guidelines for 2021-22* at www.wa.gov.au/government/publications/annual-report-guidelines-2021-22.

Financial statements

In accordance with the *Financial Management Act 2006*, the Department of Training and Workforce Development (the Department) 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 minor expenditure in this area during the reporting period. These financial disclosures are reported through the Department's Annual Report.

Ministerial directions

Section 11(5)(a) of the *Vocational Education and Training Act 1996* requires the Board to include in the Annual Report the text of any direction given to the Board by the Minister. No ministerial directions issued under section 11 of the VET 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* in July 2022.

Administrative processes

The Office of State Training Board is established within the Department of Training and Workforce Development for administrative purposes. Its relationship with the Department is underpinned by a Memorandum of Understanding. 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 2021-22* 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 2021-22 reporting period.

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

Board composition for each Industry Training Council as at 30 June 2022 is detailed below.

Community Skills WA

Executive Director: Ms Caroline Thompson

Title	Name	Organisation
Chair	Sheralee Tamaliunas	Department of Health WA
Deputy Chair	John Rossi	Department of Education WA
Board member	Julia McIntyre	Kimberley Aboriginal Medical Services
Board member	Neil Guard	Consultant, Mental Health sector
Board member	Jane Lorrimar	Department of Communities
Board member	Josique Lynch	Carewest
Board member	Margaret Denton	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 of Western Australia
Board member	Kevin Sneddon	United Workers Union
Board member	Coralie Flatters	National Disability Services WA
Executive member	Jan Norberger	Australian Medical Association WA
Executive member	Trevor Lovelle	Aged and Community Services WA
Executive member	Caroline Thompson	Community Skills WA
Observer	Mark Bloomfield	Department of Training and Workforce Development
Observer	Chris Hall AM	State Training Board

Construction Training Council

Director Skills Development: Mr Rob Berryman

Title	Name	Organisation
Chair	Tiffany Allen	Construction Training Fund
Member	Michael McGowan	Housing Industry Association WA
Member	John Gelavis	Master Builders Association (WA)
Member	Don Behets	BGC Plasterboard/ACWI Training Committee
Member	David Hynes	Carey Group Training
Member	Mick Buchan	Construction, Forestry, Mining and Energy Union
Member	Steve McCartney	Australian Manufacturing Workers Union (WA Branch)
Member	Andrew Winter	Woodside
Member	Andy Thomas	National Fire Industry Association of WA
Member	Murray Thomas	Master Plumbers and Gasfitters Association of WA
Member	Amanda Dawes	Master Painters and Decorators
Member	Ian Eardley	Directions Workforce Solutions
Member	Stan Liaros	The Apprenticeship and Traineeship Company
Member	Andy Graham	Civil Contractors Federation (WA Branch)
Member	Carl Copeland	National Electrical and Communications Association of WA
Member	Loris Moriconi	ABN Group
Member	Ben Dahlstrom	MPA Skills
Member	Ron Mutambiranwa	Rio Tinto
Member	Robert Carruthers	Chamber of Minerals and Energy, WA
Guest	Reg Howard-Smith	Building and Construction Industry Training Board
Executive member	Rob Berryman	Construction Training Fund
Observer	Philip Wyles	Department of Training and Workforce Development
Observer	Ray Sputore	State Training Board

Financial, Administrative and Professional Services Training Council

Chief Executive Officer: Mr Allan Jones

Title	Name	Organisation
Chair	Brian Lee	Security Industry Advisory Council
Deputy Chair	Shaun Ridley	Australian Institute of Management WA
Board member	Cameron Palassis	Cleaning Council of WA
Board member	Sally Hackett	Institute of Public Accountants
Board member	Julie Canal	Building Designers Association (BDA WA)
Board member	Pat Burke	Surveying and Spatial Sciences Institute
Board member	Lena Constantine	Chamber of Commerce and Industry WA
Board member	Sadie Davidson	Swimming Pool and Spa Association (SPASA WA)
Board member	David Modolo	Real Estate Institute of Western Australia (REIWA)
Board member	Steve Halbert	Austral Risk Services
Executive member	Allan Jones	Financial, Administrative & Professional Services Training Council
Observer	Olivia Mayo	Department of Training and Workforce Development
Observer	Lisa Judge	State Training Board
Observer	Cherie Wabeke	Public Sector Commission

Food, Fibre and Timber Industries Training Council

Chief Executive Officer: Ms Kay Gerard

Title	Name	Organisation
Chair	Darren Culverwell	LV Dohnt & Co Pty Ltd
Deputy Chair	Carlo Gosatti	Inglewood Products Group
Board member	Cheryl Stinson	HR Consultant
Board member	Ann Maree O'Callaghan	Strategy Matrix
Board member	Kumar Peiris	Textile, Clothing and Footwear Resource Centre of Western Australia (TCFWA)
Board member	Suliman Ali	The Australian Workers' Union
Board member	Geoff Richards	Richgro Garden Products
Board member	John Da Silva	Australasian Meat Industry Employees Union
Board member	Ric Newman	EE & JM Newman
Board member	Sasha Kraft	Australian Shop and Office Fitting Industry Association
Executive member	Kay Gerard	Food, Fibre and Timber Industries Training Council
Observer	Russell Brown	Department of Training and Workforce Development
Observer	Prof. Cobie Rudd	State Training Board

FutureNow Creative and Leisure Industries Training Council

Chief Executive Officer: Ms Julie Hobbs

Title	Name	Organisation
Chair	Matthew Thomas	CommBank
Deputy Chair	Jane King	John Curtin Gallery
Board member	Natalie Jenkins	Block Branding
Board member	Andrew Hill	Crown Perth
Board member	Ian Smith	Advance Press representing Printing Industries Association of Australia
Board member	Robert Taylor	Western Australian Indigenous Tourism Operators Council
Board member	Tamara Cook	Known Associates Australia
Board member	Michelle Sandford	Australian Computer Society (ACS) and Microsoft
Board member	Ian Brown	Royal Life Saving WA
Board member	Robert Thompson	Western Australian Sports Federation
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
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: Ms Jillian Dielesen (to Sept 2021) / Mr Michael Taremba

Title	Name	Organisation
Chair	Cathi Andrews	Payne Haulage (Road Industry)
Deputy Chair	Brian Appleby	Public Transport Authority (Rail Industry)
Board member	Steve Barrett	RAAF Pearce (Aviation)
Board member	Darsh Chapman	Qantas (Aviation)
Board member	Stuart Davey	Aqualis Braemar (Ports/Maritime)
Board member	Duncan Powrie	AeroPM (Defence Industry)
Board member	Jack McCabe	Maritime Union of Australia WA
Board member	Kari Pnacek	Transport Workers Union WA
Board member	Kristy Craker	Ship Agency Services and Propel Marine
Executive member	Michael Taremba	Logistics and Defence Skills Council
Observer	Hiromi Fujisaki	Department of Training and Workforce Development
Observer	Captain 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	Glenn McLaren	Australian Manufacturing Workers Union
Board member	Michelle McAullay	Building Opportunities for Aboriginal Businesses
Board member (interim)	Ronald Mutambiranwa	Rio Tinto Iron Ore
Board member	Sally Williams	Wesfarmers Chemicals, Energy & Fertilizers
Board member	Rob Carruthers	Chamber of Minerals and Energy, WA
Board member	Drew Cronin	Mineral Resources Limited
Board member	Ronnie Hill	Anytime Exploration Services
Board member	Stephen Catania	Construction, Forestry, Mining and Energy Union WA
Board member	Sue Pethick	Australian Workers Union
Board member	Todd Busby	Shell
Board member	Mark Wirtz	Monadelphous
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 (AMWU)
Vice Chair	Melonie Stuart	St Barbara
Board member	Carl Copeland	The Electrical and Communications Association of WA
Board member	Peter Carter	Electrical Trade Union WA
Board member	Ian Bodger	North Metro TAFE
Board member	Jill Hugo	Australian Services Union
Board member	Jake Hickey	Instant Waste
Board member	Joe Guira	Westrans Service
Board member	Carl Holmes	Comtech
Board member	Mike Millard-Hurst	Western Power
Board member	Neil Hooley	Water Corporation
Board member	Tony Sutton	Minprovis
Board member	Daniel Langley	Support Vehicles Australia
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 2021-22, EVAC had the following members:

- Mr Jim Walker
- Mr Ray Sputore
- Professor Juli Coffin
- Mr Stephen Moir
- Ms Lisa Judge (from 1 September 2021)

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

Industry Training Council Service Agreement Review Sub-Committee

The Board's Industry Training Council Service Agreement Review Sub-Committee was established on 16 June 2022 to oversee the review of Industry Training Council Service Agreement arrangements. The sub-committee meets as necessary to discuss issues arising, but otherwise conducts its work out of session.

The sub-committee's members are:

- Mr Jim Walker
- Captain Angela Bond
- Ms Lisa Judge

The sub-committee will operate until the updated service arrangements have been approved, this is expected to occur by 30 June 2023.

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

Tourism and Hospitality Steering Committee

In 2019, the Board, in conjunction with the Department and the FutureNow Creative and Leisure Industries Training Council, established a Tourism and Hospitality Skills Steering Committee comprising industry peak associations, employers, and government agencies to guide the development of the *Western Australian Tourism and Hospitality Skills Strategy*. Members were not remunerated for their involvement on the Committee.

During the 2021-22 financial year the Committee had the following members:

- Jim Walker, Chair of the State Training Board (Chair)
- Jodie Wallace, Executive Director, Policy, Planning and Innovation, Department of Training and Workforce Development (DTWD) (Vice Chair)
- Fran Kirby, Member, State Training Board
- Julie Hobbs, Chief Executive Officer, Future Now
- Evan Hall, CEO, Tourism Council Western Australia
- Bradley Woods, CEO, Australian Hotels Association
- Angela Beechy, Skills and Workforce Development Manager, Australian Hotels Association
- Iain McDougall, General Manager, Hospitality Group Training
- Robert Taylor, CEO, Western Australian Indigenous Tourism Operators Council
- Renata Lowe, Destination Development Executive Director, Tourism WA
- Peta McAuliffe, Project Manager, Tourism WA
- Jessica Cackett, Project Manager, Tourism WA
- Lisa Legena, Manager, Small Business Development Corporation
- Kathy Hoare, Director State Workforce Planning, DTWD
- Tara Baharthah, Senior Labour Market Analyst, DTWD
- Deana Whitaker, Senior Policy Advisor, Minister for Education and Training
- Angela Lynch, A/Director, Office of the State Training Board (until February 2022)
- Tom Lamond, A/Director, Office of the State Training Board (from February 2022)

Appendix 3: EVACs considered in 2021-22

Establishments

22334VIC Certificate IV in Cyber Security

Established a class B traineeship intended to provide more flexible training products to meet industry needs. The traineeship was established with a nominal duration of 24 months. Gazetted on 6 May 2022.

ICT50220 Diploma of Information Technology

Established a class B traineeship intended to provide more flexible training products to meet industry needs. The traineeship was established with a nominal duration of 24 months. Gazetted on 6 May 2022.

ICT60220 Advanced Diploma of Information Technology

Established a class B traineeship intended to provide more flexible training products to meet industry needs. The traineeship was established with a nominal duration of 24 months. Gazetted on 6 May 2022.

Variations

AHC31116 Certificate III in Production Nursery

Variation to the apprenticeship name from Nurseryperson (Production) to Horticulturist (Nursery) to better reflect the occupational outcome and attract potential apprentices. Gazetted on 22 August 2021.

RII30815 Certificate III in Civil Construction Plant Operations

Variation to change from a traineeship to an apprenticeship, and increase the nominal duration from 24 months to 36 months. This variation is part of a four year Civil Construction Pilot Program aimed to improve training and skills and help meet the increasing demand for skilled workers in the sector. Gazetted on 3 September 2021.

RII31615/RII31619 Certificate III in Trenchless Technology

Variation to change from a traineeship to an apprenticeship, and increase the nominal duration from 24 months to 36 months. This variation is part of a four year Civil Construction Pilot Program aimed to improve training and skills and help meet the increasing demand for skilled workers in the sector. Gazetted on 3 September 2021.

RII30919 Certificate III in Civil Construction

Variation to change the **Tunnel Construction (Level 3)** traineeship to an apprenticeship, and increase the nominal duration from 24 months to 36 months. This variation is part of a four year Civil Construction Pilot Program aimed to improve training and skills and help meet the increasing demand for skilled workers in the sector. Gazetted on 3 September 2021.

RII30919 Certificate III in Civil Construction

Variation to change the **Road Marking (Level 3)** traineeship to an apprenticeship, and increase the nominal duration from 12 months to 36 months. This variation is part of a four year Civil Construction Pilot Program aimed to improve training and skills and help meet the increasing demand for skilled workers in the sector. Gazetted on 3 September 2021.

RII30919 Certificate III in Civil Construction

Variation to change the **Road Construction and Maintenance (Level 3)** traineeship to an apprenticeship, and increase the nominal duration from 24 months to 36 months. This variation is part of a four year Civil Construction Pilot Program aimed to improve training and skills and help meet the increasing demand for skilled workers in the sector. Gazetted on 3 September 2021.

RII30919 Certificate III in Civil Construction

Variation to change the **Pipelaying (Level 3)** traineeship to an apprenticeship, and increase the nominal duration from 24 months to 36 months. This variation is part of a four year Civil Construction Pilot Program aimed to improve training and skills and help meet the increasing demand for skilled workers in the sector. Gazetted on 3 September 2021.

RII30919 Certificate III in Civil Construction

Variation to change the **Civil Construction (Level 3)** traineeship to an apprenticeship, and increase the nominal duration from 24 months to 36 months. This variation is part of a four year Civil Construction Pilot Program aimed to improve training and skills and help meet the increasing demand for skilled workers in the sector. Gazetted on 3 September 2021.



RII30919 Certificate III in Civil Construction

Variation to change the **Bituminous Surfacing (Level 3)** from a traineeship to an apprenticeship, and increase the nominal duration from 24 months to 36 months. This variation is part of a four year Civil Construction Pilot Program aimed to improve training and skills and help meet the increasing demand for skilled workers in the sector. Gazetted on 3 September 2021.

RII30919 Certificate III in Civil Construction

Variation to change the **Bridge Construction and Maintenance (Level 3)** traineeship to an apprenticeship, and increase the nominal duration from 24 months to 36 months. This variation is part of a four year Civil Construction Pilot Program aimed to improve training and skills and help meet the increasing demand for skilled workers in the sector. Gazetted on 3 September 2021.

MEM31215/MEM31219 Certificate III in Engineering - Industrial Electrician

Variation to update qualification code and impose a condition to meet licensing and industry needs. Gazetted on 17 December 2021.

AHC32419 Certificate III in Irrigation Technology

Variation to change apprenticeship name from Irrigation (Level 3) to Irrigation Technician (Level 3), increase the nominal duration from 12 months to 24 months, and allow school-based delivery with a condition relating to school delivery. Gazetted on 14 January 2022.

TLI30118 Certificate III in Mobile Crane

Variation from Class B traineeship to a Restricted Class B traineeship. The variation also included an increase in the nominal duration from 24 months to 36 months, allows school based delivery and imposes a condition which requires a person to also undertake the Mobile Crane Industry Certificate Skill Set in addition to the qualification. Gazetted on 6 May 2022.

The variation replaces the initial EVAC application to vary TLI40218 Certificate IV in Mobile Crane Operations.

ICT40120 Certificate IV in Information Technology

Variation of Class B traineeship to change the name from Information Technology (Networking) (Level 4) to a more generic name of Information Technology (Level 4). Gazetted on 6 May 2022.

ICT30120 Certificate III in Information Technology

Variation of Class B traineeship to enable part time and school based delivery arrangements. Gazetted on 6 May 2022.

AHC30820 Certificate III in Arboriculture

Variation from traineeship to an apprenticeship, increase the nominal duration from 24 months to 36 months and allow for school based delivery for Year 11 and 12 students. Gazetted on 10 May 2022.

Removal of traineeships

ICT40120— Certificate IV in Information Technology Information Technology (Support) (Level 4)

The removal of this specialised traineeship is due to the creation of a more generic traineeship. Gazetted on 6 May 2022.

ICT40120— Certificate IV in Information Technology Information Technology (Systems Analysis and Design) (Level 4)

The removal of this specialised traineeship is due to the creation of a more generic traineeship. Gazetted on 6 May 2022.

ICT40120— Certificate IV in Information Technology Information Technology (Websites) (Level 4)

The removal of this specialised traineeship is due to the creation of a more generic traineeship. Gazetted on 6 May 2022.

AHC20816 Certificate II in Retail Nursery

Removal of Horticulture (Retail Nursery) (Level 2) traineeship due to minimal commencements since 2013, as part of the expedited EVAC activity. Gazetted 3 September 2021.

AHC40716 Certificate IV in Retail Nursery

Removal of Horticulture (Retail Nursery) (Level4) traineeship due to minimal commencements since 2013, as part of the expedited EVAC activity. Gazetted 3 September 2021.

CPC31912 Certificate III in Joinery

Removal of Joinery (Housing) apprenticeship due to low commencements since 2013, as part of the expedited EVAC activity. Gazetted 3 September 2021.

AHC31216 Certificate III in Retail Nursery

Removal of Nurseryperson apprenticeship due to minimal or no commencements since 2016, as part of the expedited EVAC activity. Gazetted 12 November 2021.

FWP30916 Certificate III in Timber Truss and Frame Design and Manufacture

Removal of Timber Fabrication Estimator or Jig Setter apprenticeship due to minimal or no commencements since 2012, as part of the expedited EVAC activity. Gazetted 12 November 2021.

ACM30317 Certificate III in Captive Animals

Removal of Captive Animals (Level 3) Traineeship due to minimal or no commencements since 2012, as part of the expedited EVAC activity. Gazetted 17 December 2022.

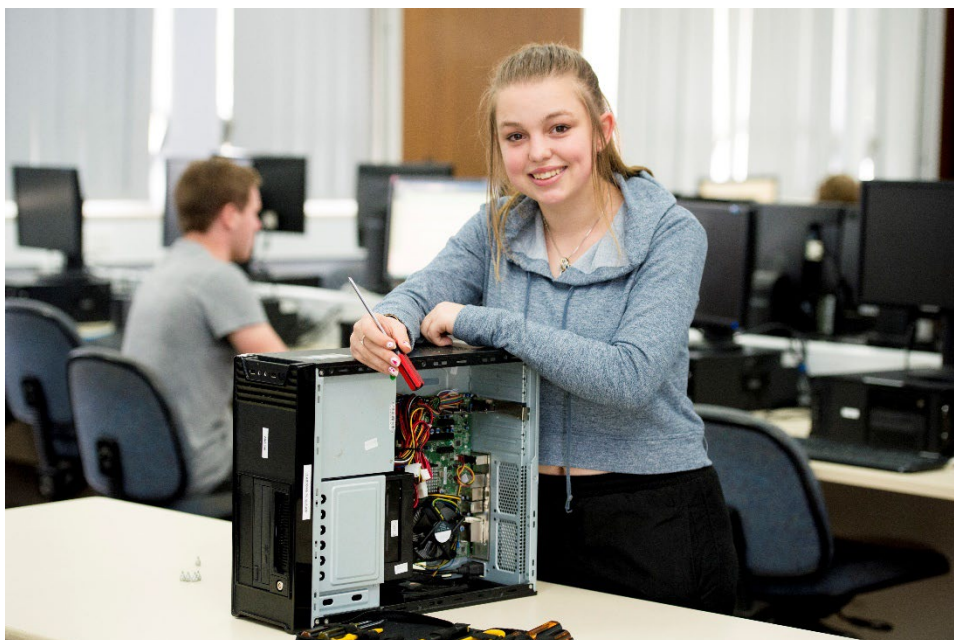
Applications withdrawn

FBP30517 Certificate III in Baking

A proposal to vary the nominal duration of the apprenticeship was withdrawn by the proponent.

Training Package updates

Where a qualification is updated and is either deemed equivalent or has the same occupational outcome as its predecessors the Board uses an expedited EVAC process to vary the classification of qualifications. In the year to 30 June 2022 a total of 100 apprenticeships and traineeships were updated in this way and six qualifications with associated apprenticeships and traineeships removed as a result of training package updates.



Proposals underway

Table 3: Proposals in progress as at 30 June 2022

Qualification	Notice of intent received
Variations	
Qualifications Included in MEM Release 2 (26 variations) 12 Qualifications in MEM Release 2	8 October 2021
<ul style="list-style-type: none"> • MEM30119 – Certificate III in Engineering – Production Systems • MEM30219 – Certificate III in Engineering – Mechanical Trade • MEM30319 – Certificate III in Engineering – Fabrication Trade • MEM30619 – Certificate III in Jewellery Manufacture • MEM30719 – Certificate III in Marine Craft Construction • MEM31019 – Certificate III in Watch and Clock Service and Repair • MEM31319 – Certificate III in Refrigeration and Air-conditioning • MEM31419 – Certificate III in Engineering – Fixed and Mobile Plant Mechanic • MEM31519 – Certificate III in Engineering – Toolmaking Trade • MEM31719 – Certificate III in Engineering – Casting and Moulding Trade • MEM40119 – Certificate IV in Engineering • MEM50119 – Diploma of Engineering Advanced Trade 	
TLI31216 – Certificate III in Driving Operations	4 February 2022
HLT45021 – Certificate IV in Dental Assisting	27 April 2022
SHB30416 – Certificate III in Hairdressing	27 June 2022
SHB30516 – Certificate III in Barbering	27 June 2022
Establishments	
12 Qualifications in MEM Release 2 (38 establishments)	8 October 2021
<ul style="list-style-type: none"> • MEM30119 – Certificate III in Engineering – Production Systems • MEM30219 – Certificate III in Engineering – Mechanical Trade • MEM30319 – Certificate III in Engineering – Fabrication Trade • MEM30619 – Certificate III in Jewellery Manufacture • MEM30719 – Certificate III in Marine Craft Construction • MEM31019 – Certificate III in Watch and Clock Service and Repair • MEM31319 – Certificate III in Refrigeration and Air-conditioning • MEM31419 – Certificate III in Engineering – Fixed and Mobile Plant Mechanic • MEM31519 – Certificate III in Engineering – Toolmaking Trade • MEM31719 – Certificate III in Engineering – Casting and Moulding Trade • MEM40119 – Certificate IV in Engineering • MEM50119 – Diploma of Engineering Advanced Trade 	
SIR40216 – Certificate IV in Community Pharmacy Dispensary	1 April 2022
SHB50321 – Diploma of Cosmetic Tattooing	4 April 2022
52890WA – Certificate II in Community Health and Wellbeing	28 April 2022
CPP30221 – Certificate III in Surveying and Spatial Information Services	5 May 2022
CHC43215 – Certificate IV in Alcohol and Other Drugs	22 June 2022
Expedited EVACs	
17 apprenticeships and traineeships to be updated to new qualifications	N/A



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