



OBJECTIVES

The State Training Board (STB), under section 21(1)(b) of the Vocational Education and Training ACT 1996 (VET Act) recognises the Food, Fibre and Timber Industries Training Council as an Industry Training advisory bodies (ITABs or 'Industry Training Councils'). The Food, Fibre and Timber Industries Training Council provides advice on the training and workforce development needs of Western Australian industry to the State Training Board and the Department of Training and Workforce Development.

The services provided by the Food, Fibre and Timber Industries Training Council contribute to the achievement of the Department's mission to build the Western Australian workforce to meet the State's economic and community needs, and to the State Government's WA Jobs Plan.

CONTRACT DELIVERABLES

The Food, Fibre and Timber Industries Training Council has entered into a two year contract with the WA government from 1 July 2019 – 30 June 2021. Extension options: Three (3), one (1) year each

DELIVERABLE 1: INDUSTRY ENGAGEMENT

Build and maintain industry networks and partnerships through systematic approaches to gather industry intelligence on current and emerging industry trends and developments and obtain feedback on industry skill needs, priorities and skill development issues for funded education and training in Western Australia

DELIVERABLE 2: PROVIDE PRECISE AND TIMELY ADVICE ON INDUSTRY, WORKFORCE AND OCCUPATIONAL PRIORITIES

Provide industry, workforce and occupational intelligence to support the development of the State Training Plan and the Department's State Priority Occupation List (SPOL) and to support the State Government to:

- ensure optimal employment for people and ensure the availability of appropriately skilled labour in Western Australia;
- identify, plan and deliver on the existing and anticipated supply and demand for skills in various industries to reduce skill gaps and shortages and provide advice on strategies to support those industries; and
- Improve links between various industries and the Western Australian VET sector

DELIVERABLE 3: PROVIDE ACCURATE AND TIMELY ADVICE ON VOCATIONAL EDUCATION AND TRAINING PATHWAYS AND PROGRAMS

Provide industry intelligence to support the development of pathways and programs that ensure Western Australian industries have access to appropriately skilled workers and provides opportunities for all Western Australians to realise their full potential, through:

- Apprenticeships and traineeships;
- Pre-apprenticeships and pre-traineeships and other preparatory training programs;
- Vocational education and training qualifications for secondary school students; and
- Any other training pathways or delivery methods identified by the STB or the DTWD that enables all Western Australians to realise their full potential

DELIVERABLE 4: PROVIDE INPUT AND INDUSTRY INTELLIGENCE TO SUPPORT THE DEVELOPMENT AND IMPLEMENTATION OF VOCATIONAL EDUCATION AND TRAINING PRODUCTS

Provide industry advice to the Department regarding the development, review, endorsement, and implementation of training products.

DELIVERABLE 5: GOVERNANCE AND REPORTING:

Ensure appropriate measures are in place that promote good governance, ethical and transparent decision making and good financial and risk management.

SERVICE ACTIVITIES

- Build and maintain industry networks
- Develop an Industry Engagement Plan
- Provide Quarterly updates on current industry issues
- Promote VET priorities with industry stakeholders
- Provide annual industry profiles for the State Training Plan
- Provide advice on occupations and skill demand (SPOL)
- Provide advice on skilled migration (WASMOL)
- Update regional workforce development intelligence
- Map qualifications to occupations (ANZSCO)
- Network with Jobs and Skills Centres (JSCs)
- Provide intelligence for Ministerial, Parliamentary, Media and Budgetary matters
- Support strategic policy and programs as identified by the DTWD and the STB
- As required, establish or vary Apprenticeships and Traineeships (EVAC)
- Provide Advise on Training Contract Registration decisions
- Provide Input into decisions relating to the allocation of public funding for training
- Provide intelligence on VET qualifications for secondary school students
- Advise WA Government on Pre-apprenticeships, Pre-traineeships and other preparatory programs
- Advise WA Government on barriers to publicly funded training
- Advise on the development and implementation of national and accredited training products
- Advise the State's AISC representative on issues regarding training products
- Provide information for the annual review of licensing register
- Implement good governance principles

- Develop a Business Plan
- Provide audited financial statements
- Conduct Quarterly Board of Management (BoM) meetings
- CEO and Chair (or delegated Board member) to participate in strategic meetings with the STB
- Chair (or delegated Board member) to participate in industry consultative committee with the STB

CRITICAL SUCCESS FACTORS

For the Food, Fibre and Timber Industries Training Council to meet and exceed its deliverables, the organisation requires:

- Well established Industry Working Groups, that have representation from industry leaders and influential industry representatives
- A Board of Management and Staff who have a sound understanding of the Vocational Education and Training Sector and the skill and workforce needs of the Food, Fibre and Timber Industries.
- Strong relationship between the State Training Board, Department of Training and Workforce Development and other training councils, both within Western Australia and nationally.
- A sound knowledge of Registered Training Organisations and the various products and services offered to industry.
- An organisation with strong governance and business practices to enable effective operations to industry and the Department of Training and Workforce Development.
- Strong Administration processes that facilitate the management of information and stakeholders.