

TERMS OF REFERENCE

On 29 June 2017, the State Training Board resolved to establish a Steering Committee to inquire into and provide advice to the Minister for Education and Training on a coordinated response to the training and workforce (the “workforce”) development needs of the West Australian aged care, disability, mental health, allied health¹ and community service sectors (the “sectors”) with a vocational education and training (VET) focus.

The Steering Committee is to provide advice on:

- 1) identification and development of points of integration and intersection to encourage workforce development, mobility and shared resources between sectors;
- 2) the current composition and future requirements of the workforce in Western Australia in the public, private and not-for-profit sectors, including full-time, part-time and casual workers, including:
 - a) the common and sector-specific entry level skills and qualifications needed by frontline and service support roles across the sectors;
 - b) the common and sector-specific skills and qualifications needed by management and governance roles across the sectors: and
 - c) factors impacting workforce attraction and retention, such as remuneration, working conditions, recognition, staffing ratios, and career progression and pathways.
- 3) the role of the vocational education and training system in addressing the workforce development needs of the sectors, including:
 - a) quality and consistency of competencies, qualifications and skills sets being delivered that respond to the needs of learners and industry;
 - b) the coordination, management and supervision of work placements for students and trainees;
 - c) barriers and their potential solutions to training participation and completion by marginalised groups, such as fees, ineffectual delivery models and the complexity of the VET system; and
 - d) the appropriateness of administration, compliance and reporting requirements on providers.
- 4) the future workforce requirements, including:
 - a) anticipated growth of the sectors resulting from factors such as the ageing population and the rollout of the National Disability Insurance Scheme in Western Australia;
 - b) challenges and opportunities associated with changes in Commonwealth and State Government policy, funding and regulation in relation to service delivery and the VET system;
 - c) challenges and opportunities associated with access of delivery of services to and by Aboriginal and Torres Strait Islander peoples, culturally and linguistically diverse groups, people with disability, young people, and the LGBT community;
 - d) challenges and opportunities associated with the delivery of services in rural and remote towns and communities in Western Australia; and
 - e) the use of technology, medical advances and other innovative practices to support the delivery of services.
- 5) such other matters that the Committee may recommend and the Board may determine for inquiry.

¹ Allied health is defined as primary health care (excluding acute care), community health care and services that can be accessed through the National Disability Insurance Scheme.

COMMITTEE MEMBERS

Chris Hall, AM	State Training Board (Chair)
Dr Felicity Jefferies	State Training Board
Prof. Cobie Rudd	State Training Board
Wayne Muller	State Training Board
Julie Waylen	National Disability Services (WA)
Trevor Lovelle	Aged and Community Services
Louise Giolitto	WA Council of Social Services
Christine Allen	Leading Age Services Australia (WA Branch)
Sharon Bushby	Aboriginal Health Council of WA
John Bouffler	Community Employers WA
Dan Hill	Health Services Union of WA
Rochelle Tucker	Australian Childcare Alliance Western Australia
Jamie Mackaway	Community Services, Health and Education Training Council
Margaret Denton	WA Country Health Service
Karen Bradley	Department of Health
Renae Hodgson	Mental Health Commission
Dr Ross Kelly	Department of Training and Workforce Development
Arron Minchin	Department of Primary Industries and Regional Development

Under the delegation, the State Training Board will be kept informed of the committee's activities and will receive copies of all agendas, minutes and any publications produced by the committee. Any significant issues identified by this committee must be reported to the State Training Board for the State Training Board to discuss and decide upon. The Committee will be informed of the State Training Board's decision.