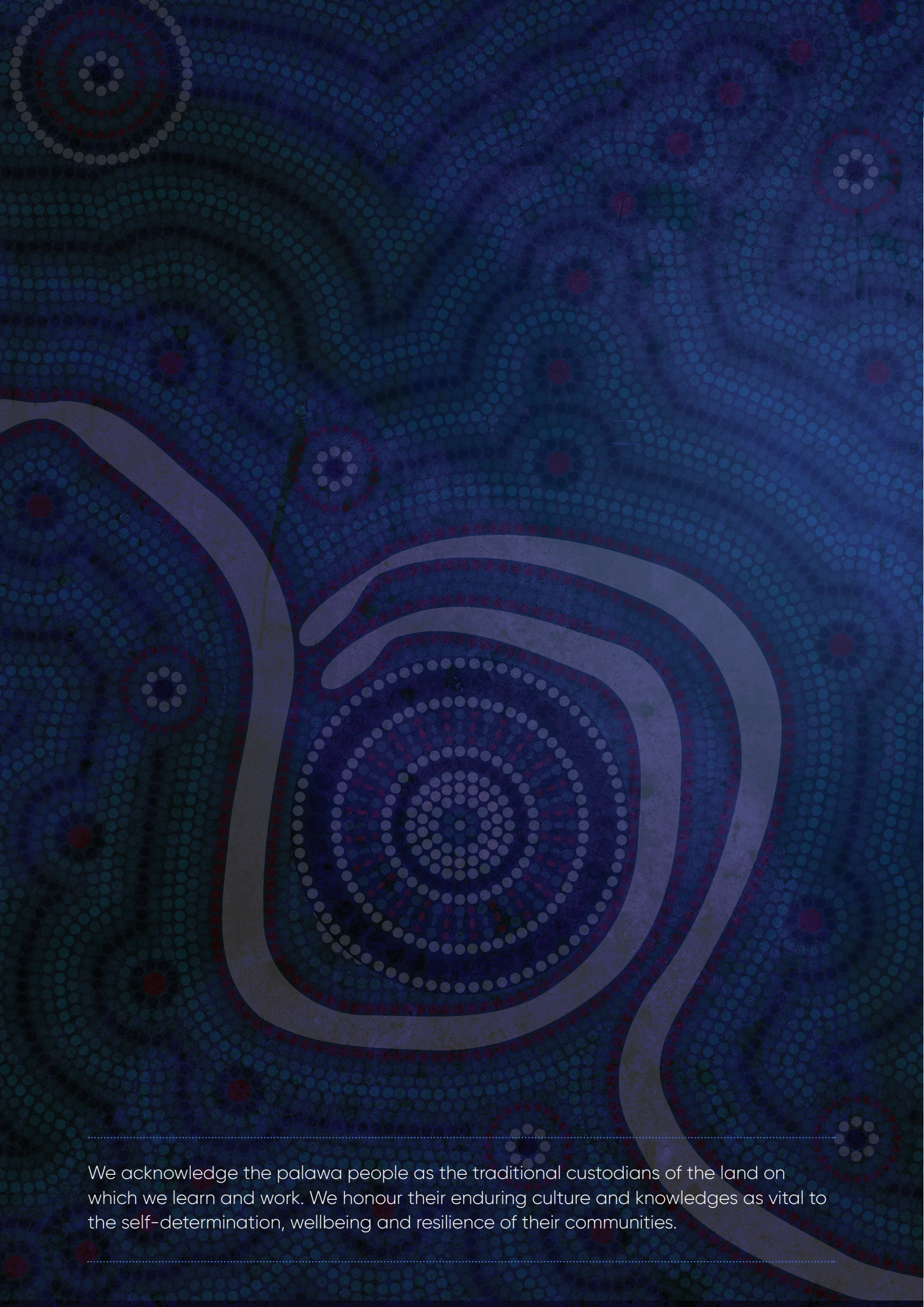




Keystone
TASMANIA

TRAINING PLAN

2023 - 24



We acknowledge the palawa people as the traditional custodians of the land on which we learn and work. We honour their enduring culture and knowledges as vital to the self-determination, wellbeing and resilience of their communities.

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Executive Summary

In its Training Plan for 2023-24, Keystone Tasmania has allocated \$5,095,693 for the training and workforce development of eligible industry members. This allocation is set at 75% of projected levy income of \$6,800,000.

Training and workforce development activities include:

- Upskilling current workers in the building and construction sector through subsidies for accredited and non-accredited training \$4,000,000
- Funding for strategic projects that advance workforce development in the areas of pathways, capacity building, innovation, and diversity and inclusion \$1,095,693

Additionally, Keystone Tasmania has allocated 11% of its income towards expenses directly associated with providing advice and support to the building and construction industry, and 18% to administration and overheads.

Following a successful FY2023 with the highest rate of training funding, the Board is prepared to utilise 4% of its reserve this year towards training delivery.

Through this Training Plan, Keystone Tasmania seeks to create an environment where industry actively participates in and fully appreciates the benefits of training.

We are committed to producing a more productive, safe, employable, adaptable and innovative workforce. Keystone Tasmania will collaborate with other organisations to address the training priorities identified by industry practitioners.

The Training Plan is designed to ensure funding can be made available to meet emerging training requirements identified by employers during the year. We accept that it is not possible to always accurately predict these different needs more than twelve months in advance of the training.

There is overwhelming support from the industry for a demand-driven funding approach. This approach is consistent with the policy direction adopted by the State and Federal Governments for training entitlements and outcome-based funding. We continue to support increasing and maintaining the number and range of courses as well as the level of industry participation in training.

Statement of Funding and Allocation from the Training Fund

The Board of Keystone Tasmania recommends the 2023-24 Training Plan to the Minister for approval and in doing so is satisfied that funding is available from the Building and Construction Industry Training Fund established under Section 36 of the *Tasmanian Building and Construction Industry Training Fund Act 1990* to meet the cost of the Training Plan including future commitments arising from this and previous Training Plans. The Board is empowered to control and administer the Fund in accordance with Section 8 of the Act.

For 2023-2024, 75% of the projected levy income has been allocated from within the overall budget for the implementation of the Training Plan. The target for 2023-2024 is to provide training and development in a number of priority areas identified through consultation with industry.

The Keystone Tasmania Annual Report 2022-2023 provides details of the Board's achievements to date against its strategic objectives, as well as the Audit and Financial Reports.

The Board is confident this level of funding will meet the training demands anticipated by industry for 2023-2024. This Training Plan expenditure will be supported by budget commitments to workforce development projects commenced in 2023.

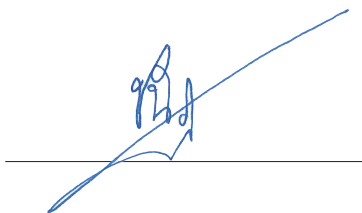
The Board will maintain this level of funding by utilising reserves earmarked for the building and construction employment and training programs.

The Board will collaborate with other organisations where necessary to address these priorities.

Dated 20th July 2023.



Vonette Mead
Deputy Chair



Jana Martin
Acting Chief Executive Officer

Legislative Requirement

Training Plan

Section 34 of the Building and Construction Industry Training Fund Act 1990 provides that the Board shall prepare a building and construction industry Training Plan for each financial year.

The Training Plan shall:

- a. Set out priorities for employment-related training to be funded from the Fund.
- b. Provide for the allocation of money from the Fund for the provision of training.

Building the Workforce to Build Tasmania - MoU

The Tasmanian Government is continuing to invest in transformational building and infrastructure projects that provide long-lasting generational benefits. This currently includes:

- \$5 billion infrastructure program, which included a total investment of \$2.4 billion into road, bridge and rail transport network over four years. The May 2021 Federal Budget allocated an additional \$322.6 million investment in roads and infrastructure.
- Extending social housing building pipeline to 2027, by investing an additional \$280 million. This will mean 2000 extra homes, on top of the 1500 already being built over three years and \$20 million for new supported accommodation facilities for older Tasmanians in the North and North-West of the State.
- \$735 million investment into Tasmania's renewable energy and hydrogen initiatives.

This investment in building and construction pipeline, in conjunction with a significant private sector pipeline across commercial and residential sectors, means the building and construction workforce will need to grow significantly over the next four years.

Keystone Tasmania is pleased to be a party to a Memorandum of Understanding that sets out the framework for a collaborative partnership between the State and the following building and construction industry stakeholders: Master Builders Association, the Housing Industry Association, the Civil Contractors Federation and other industry bodies to help meet the workforce growth objective.

Keystone 2023 Plan

3 YEAR GOAL

We are the go-to organisation for facilitating building and construction industry workforce development in Tasmania

THEMATIC GOAL JAN - DEC 2023

EVIDENCE, ENABLE, EVOLVE, ENGAGE

CORE BUSINESS

Industry funding - Levy collection & administration - Stakeholder engagement
Advice to Ministers - HR - Operations - Finances - Reporting

EVIDENCE

Data-Informed Decision-Making

- Complete SOFIA Stage 3
- Data analysis and targeted actions in response

Quality

- Quality assurance process linked to funding decisions
- Actively promote and facilitate continuous improvement in training

ENABLE

Operations & Funding

- New funding model and system implementation
- Rigorous audit

Staff

- Staff professional development
- Staff wellbeing

EVOLVE

Strategy - Leadership - Action

- Education system and B&C industry intersection
- School-based activities and apprenticeship pathways
- Collaborate with and connect RTOs, GTOs, schools and industry

ENGAGE

Stakeholder Engagement

- Communication Strategy implementation
- Industry careers promotion (BIG campaign)
- Keystone awareness campaign

Training Priorities & Funding Allocations

Keystone Tasmania will continue its collaboration with Skills Tasmania on building and construction industry training issues.

We consider this Training Plan to be consistent with the Tasmanian Government's Skills Strategy. This Plan will enable training to be delivered to meet emerging priorities.

The Training Plan deals with these matters from the viewpoint of industry members and in accordance with the Building and Construction Industry Training Fund Act. It is important that the training priorities of industry members are addressed in any overall State Government Skills Strategy and industry policy.

Keystone Tasmania will continue to work with Skills Tasmania to provide strategic advice to the Department and the Minister on:

- Investing in Skills for Growth.
- Ministerial Priorities for Training and Workforce Development.
- Specific building and construction industry training issues.
- Keystone Tasmania will lead a number of significant initiatives arising from the Building and Construction Industry Workforce Action Plan.

The demand-driven model as detailed in this plan is designed to meet the needs of both small and large building and construction enterprises.

Keystone Funding Allocations

Keystone will fund the nominated percentage of advertised course cost (plus GST if applicable) for applicants eligible under the *Building and Construction Industry Training Fund Act 1990*.

Eligible businesses conduct 90% or more of their work on-site in the building and construction industry.

If a course is subsidised via funding from another source, the Keystone subsidy will be adjusted accordingly.

Keystone does not fund assessment-only activities such as Recognition of Prior Learning (RPL) and Verification of Competency (VOC).

Payments are made upon successful completion of the approved activity. Evidence of successful completion is required.

Organisational priorities and budget requirements are constantly evolving, and the Board reserves the right to review and adjust funding allocations at any time throughout the year.

| Study Area | Funding Allocation % |
|--|----------------------|
| Building & Construction | 60-80 |
| Business Skills | 60 |
| Cert II | 80 |
| Cert III | 60-80 |
| Cert IV* | 60-80 |
| Civil Construction | 60-80 |
| Codes & Regulations | 80 |
| Diploma/Advanced Diploma* | 50-80 |
| Electrical & Mechanical | 60-80 |
| Environment | 80 |
| Heritage | 80 |
| High Risk Work | 80 |
| High Risk Work - Licensing | 60 |
| Information & Communication Technology | 60 |
| Innovation | 80 |
| Plumbing & Gas Fitting | 60-80 |
| Project Management | 80 |
| Vehicle Licencing | 60 |
| Work Health and Safety | 60-80 |
| Work Health and Safety - First Aid | 80 |

*Note: Maximum \$5,000 (exc. GST) per applicant, for enrolments of Cert IV and Diploma of Building and Construction, commencing 1st January 2023 onwards. Evidence of advertised course cost is required.

Eligibility for Funding

Priority for attendance at training programs funded by Keystone Tasmania from the training levy must be given to persons defined as follows:

Employed, directly or indirectly, in work regarded as building or construction as defined in Schedule 2 of the Building and Construction Industry Training Fund Act 1990.

This includes building surveyors directly involved in the approval process for on-site construction work. Indirectly means people in other occupations can also attend training on this basis providing the firm they work for is at least 90 percent involved in completing on site building and construction work as defined in Schedule 2 of the Act. People working in joinery operations are also eligible, providing building and construction training packages or courses are used in those operations.

It must be noted that the definition of building and construction work has not been changed as it relates to the requirements of the Building and Construction Industry Training Fund Act itself.

The Board has determined that priority must be given to people working for enterprises that are at least 90 percent involved in on-site building and construction work as defined in the Act. ALL people working for those enterprises are eligible, including people not directly involved in building and construction work as defined, e.g. office workers, safety workers, building designers, etc.

People working for enterprises not meeting this definition may also be eligible, although funding is more restricted and often limited to those directly involved in building and construction work e.g. carpenters, bricklayers, etc. People not directly involved may also be assisted at the discretion of the Board.

Based on the CPD for Building and Construction Professionals Report, the Board approved building surveyors' access to funding for training programs in accordance with the Board's Training Plan and Procedures, effective from August 2010. Building surveyors costs are included when calculating the levy on building and construction work.

All enterprises apply for funding in exactly the same way in accordance with Keystone Tasmania's Training Policy.

Eligibility for Funding

GTOs

Keystone Tasmania recognises the potential contribution of Group Training Organisations (GTOs) to the development of a skilled and sustainable workforce in the Tasmanian building and construction industry. Government, industry, member associations and Keystone have all supported the Tasmanian Building and Construction Industry Workforce Action Plan, which specifically promotes the role of GTOs within the industry.

To ensure Keystone's policies are consistent with industry expectations and need, the Board considered it timely to review its policy on GTO funding.

The Board currently approves funding applications for GTOs to deliver 'construction ready' and other short course programs to school students and apprentices in their employ.

Keystone permits the host employer to actively assign their entitlement to Keystone training course subsidies to the GTO, via our online administration system.

The Board will allocate approximately 10% of its budget to Group Training Organisations (GTOs).

Internal/in-house training

The Board recommits to accredited training as the preferred option for funding subsidy.

Notwithstanding this, the Board recognises that on occasion companies in the building and construction industry conduct in-house training that is not available through an accredited provider and which contributes to the upskilling of staff.

The Board has determined that it will approve internal/in-house training that meets the following criteria:

- Is not training that is otherwise available through an RTO or other Keystone-approved training provider.
- Is delivered by a suitably qualified and/or experienced person.
- Is delivered in facilities suitable for the purpose.
- Has clearly articulated learning outcomes.
- Is complemented by appropriate-quality learning materials.
- Contributes to the general upskilling or multiskilling of participants i.e. is not related to company-specific policy, procedure, or operations.
- Demonstrates transparency about the estimated cost for training.

This funding will be allocated to 50% subsidy and any approval will be valid for the application per calendar year only.

Funded Training Programs

Keystone Tasmania supports the delivery of high quality training and workforce development in the Tasmanian building and construction industry by providing funding for projects of various sizes across a range of strategic priority areas. Our goal is to ensure that the Tasmanian community has a sustainable, highly skilled, innovative, safe and healthy building and construction workforce.

Pathways

Promote quality pathways to employment by initiating and supporting programs that create sustainable employment opportunities in the Tasmanian construction industry.

Capacity Building

Support those in employment to develop their skills, obtain industry accreditation and pursue career opportunities by funding high quality training and professional development programs.

Diversity & Innovation

Champion industry wide initiatives that promote diversity, innovation and advancement in all areas through research, promotion and stakeholder engagement.

CAPACITY BUILDING

HIA - Mentoring Program (Savant)

Spanning all sectors of the Tasmanian building and construction industry, the program is designed to provide participants training and guidance to help them identify employees in need of mentoring and develop skills such as emotional intelligence, communication, mental-health first aid, and coaching. The program aims to introduce new workplace practices and promote diversity by offering mentoring services to a wide range of employees, including apprentices and professionals.

Duration: 7 months

Keystone funding: \$218,500

PATHWAYS

Master Builders Tasmania – Pathways

This statewide program assists secondary students with resume writing, employability skills and job interview training. The program also includes 'Construction Safe' face-to-face White Card training.

Duration: 12 months

Keystone funding: \$40,000

Master Builders Tasmania - Construction Safe

Acting as a pathway to apprenticeships, this program enables students to participate in building and construction sector work experience. It includes qualifications and face-to-face safety training to enable school-aged people to enter work sites (White Card).

Duration: 12 months

Keystone funding: \$90,000

PATHWAYS

TasBGAS – Building Futures

Building Futures provides school-based traineeship opportunities for secondary students across Tasmania in building and construction. Students complete a Cert II in Construction and a minimum of 10 weeks on the job work with host employers. Building Futures provides clear career pathways for students into apprenticeships, supports government commitments in School Based Traineeships (ASBA's) and addresses the current and future skill gap in the industry.

Duration: 4 years

Keystone Funding: \$600,000

Beacon Foundation – Building Careers for Tasmania

This statewide Beacon Foundation program is offered in secondary schools with an Index of Community Socio-Educational Advantage (ICESA) of less than 1000. Acting as a pathway to an apprenticeship, it includes meaningful work-based learning activities.

Duration: 36 months

Keystone funding: \$270,000

Boots On – Building Work Experience

This statewide program responds directly to the 2021 Building and Construction Industry Workforce Action Plan priority: "Co-operate to create more appropriate and meaningful work experience and work placement opportunities for school aged learners, job seekers, job shifters, women and migrants". Boots On comprises accredited training and on the job work experience across three weeks and provides direct pathways into apprenticeships and employment into the building and construction industry.

Program Duration: 24 months

Keystone Funding: \$300-400K

Centacare Evolve Housing – Build Up Tassie Construction

Build Up Tassie (BUT) is a unique employment and training program supporting young people – in particular those who are disengaged from education and employment – into training, work experience and employment in building and construction. Since 2017 BUT has supported over 100 people with life skills and work readiness training, with well over 50% gaining

apprenticeships and traineeship, training program supporting young people, in particular those who are disengaged from education and employment, into training, work experience and employment in building and construction. Since 2017 BUT has supported over 100 people with life skills and work readiness training, with well over 50% gaining apprenticeships and traineeship.

Duration: 36 months

Keystone Funding: \$193,100

Centacare Evolve Housing – Build Up Tassie Civils

The objective of this project is to help young people 15-24 – including those who have disengaged from school – to understand the employment opportunities within civil construction, provide industry training and experience and provide pathways and connections into apprenticeships.

Duration: 24 months

Keystone funding: \$200,000

HIA – YouthBuild

YouthBuild is a HIA initiative in which young people learn about, and gain practical experience in, the building industry while completing their secondary school studies. It provides basic skills and offers industry experience that acts as a pathway towards an apprenticeship.

Duration: 48 months

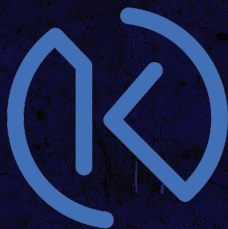
Keystone funding: \$200,000

HIA – Finance and Business Skills

In collaboration with Collins SBA, HIA Finance and Business Skills offers an online program designed to equip apprentices, VET construction students, and young workers with essential financial literacy skills. This pilot training initiative aims to make financial literacy a mandatory component for all industry apprentices, thereby fostering improved business acumen among future entrepreneurs and ultimately boosting the number of thriving businesses in the construction sector.

Duration: 12 months

Keystone Funding: \$56,800



Keystone
TASMANIA