

PROJECT AGREEMENT FOR THE COMMONWEALTH/STATE AND TERRITORY JOINT GROUP TRAINING PROGRAM

Council of
Australian
Governments

An agreement between:

- the **Commonwealth of Australia**; and
- the States and Territories of:
 - Victoria
 - Queensland
 - Western Australia
 - South Australia
 - Australian Capital Territory
 - Northern Territory

The output of this project will be the implementation of strategies and initiatives to improve commencements and completions in Australian Apprenticeships in nationally agreed priority areas.

Project Agreement for the Commonwealth/State and Territory Joint Group Training Program

INTERGOVERNMENTAL AGREEMENT ON FEDERAL FINANCIAL RELATIONS

PRELIMINARIES

1. This Project Agreement (the Agreement) is created subject to the provisions of the Intergovernmental Agreement on Federal Financial Relations and should be read in conjunction with that Agreement and its Schedules, which provide information in relation to performance reporting and payment arrangements under the Intergovernmental Agreement on Federal Financial Relations.
2. This Agreement recognises the history of the Commonwealth/State and Territory Joint Group Training Program and the Commonwealth and the participating States and Territories will support the delivery of strategies and initiatives to improve commencements and completions in Australian Apprenticeships through Group Training arrangements.
3. This will be achieved in line with the Commonwealth/State and Territory Joint Group Training Program Administrative Guidelines for the period of this Agreement.
4. This Agreement constitutes the entire agreement for this project.

PART 1 – FORMALITIES

Parties to this Agreement

5. This Agreement is between the Commonwealth of Australia (the Commonwealth) and the States and Territories (the States).

Term of the Agreement

6. This Agreement will commence as soon as the Commonwealth and one other Party sign the Agreement and will expire on 30 June 2014, or on completion of the project, including acceptance of final performance reporting and processing of final payments against milestones, unless terminated earlier or extended as agreed in writing by the Parties.

PART 2 – PROJECT OUTPUTS

Output

7. The output of this Agreement will be the implementation of strategies and initiatives to improve commencements and completions in Australian Apprenticeships in nationally agreed priority areas.

PART 3 – ROLES AND RESPONSIBILITIES OF EACH PARTY

Role of the Commonwealth

8. The Commonwealth will be responsible for:
 - (a) monitoring and assessing achievement against milestones in the delivery of the Commonwealth/State and Territory Joint Group Training program under this Agreement to ensure that outputs are delivered within the agreed timeframe; and
 - (b) providing a consequent financial contribution to participating States and Territories to support the implementation of this Agreement.

Role of States and Territories

9. The States will be responsible for:
 - (a) providing a financial contribution to support the implementation of this Agreement;
 - (b) all aspects of delivering on the project outputs set out in this Agreement; and
 - (c) reporting on the delivery of outputs as set out in Part 4 – Project Milestones, Reporting and Payments.

Shared roles

10. The Parties will meet the requirements of Schedule E, Clause 26 of the Intergovernmental Agreement on Federal Financial Relations, by ensuring that prior agreement is reached on the nature and content of any events, announcements, promotional material or publicity relating to activities under this Agreement, and that the roles of both Parties will be acknowledged and recognised appropriately.

PART 4 – PROJECT MILESTONES, REPORTING AND PAYMENTS

11. The following table summarises the milestones for the project, their relationship to the outputs, expected completion dates, relevant reporting dates and expected payments to be made, once a report certifying that milestones have been met is received and accepted.

Table 1: Milestones, reporting and payment summary

Output	Milestones	Date due	Payment
Implementation of strategies and initiatives which encourage and improve commencements and completions in Australian Apprenticeships in nationally agreed areas.	Acceptance of a Funding Plan by the Commonwealth.	On signing of this Agreement	100% of 2013-14 allocation (as set out in Table 2)

Reporting arrangements

12. The States will provide a Funding Plan to provide details of how they will implement the strategies and initiatives which will encourage and improve commencements and completions in Australian Apprenticeships.
13. The States will provide a final Performance Report by 15 November 2014. The final Performance Report is to include the following information:
 - (a) a description of actual performance and de-identified, aggregated data for Australian Apprenticeships for the period 1 July 2013 to 30 June 2014, including but not limited to:
 - (i) percentage of Out of Trade Australian Apprentices commenced through Group Training arrangements as compared to all employers;
 - (ii) percentage of Australian Apprentices commenced and completed through Group Training arrangements as compared to all employers for each identified client group;
 - (iii) percentage of Australian Apprenticeship cancellations through Group Training arrangements as compared to all employers (Attrition rate); and
 - (iv) percentage of Australian Apprentices commenced through Group Training arrangements compared to all employers;
 - (b) evaluate the project(s) from the State's perspective, including assessing the extent to which the project milestones have been achieved and why any aspect was not achieved; and
 - (c) include a discussion of any other matters relating to the project, limited to the minimum necessary for the effective assessment of performance and agreed between the Commonwealth and participating States and Territories, at least 60 days before it is due.

14. Unless otherwise agreed by the Commonwealth in writing, the final Performance Report may be published on a Commonwealth hosted website.

PART 5 – FINANCIAL ARRANGEMENTS

15. The Commonwealth will provide a total financial contribution to States and Territories of **\$10,510,760** in respect of this Agreement. All payments are GST exclusive.
16. The Commonwealth's funding contribution will not be reduced where a State or Territory secures funding from other activity partners through innovative and collaborative partnerships.
17. The Commonwealth and the States' estimated financial contribution to the operation of this Agreement, including through National Partnership payments to the States paid in accordance with *Schedule D – Payment Arrangements* of the Intergovernmental Agreement on Federal Financial Relations, are shown in Table 2.

18. Table 2: Estimated financial contributions

	2013-14 \$	Total \$
Estimated total budget	21,021,520	21,021,520
Less estimated National Partnership Payments		
Victoria	3,123,807	3,123,807
Queensland	3,165,788	3,165,788
Western Australia	2,565,000	2,565,000
South Australia	1,148,679	1,148,679
ACT	292,904	292,904
Northern Territory	214,582	214,582
Total	10,510,760	10,510,760
Balance of non-Commonwealth contributions		
Victoria	3,123,807	3,123,807
Queensland	3,165,788	3,165,788
Western Australia	2,565,000	2,565,000
South Australia	1,148,679	1,148,679
ACT	292,904	292,904
Northern Territory	214,582	214,582
Total	10,510,760	10,510,760

19. Having regard to the agreed estimated costs of projects specified in a Project Agreement, participating States and Territories will not be required to pay a refund to the Commonwealth if the actual cost of the project is less than the agreed estimated cost of the project. Similarly, participating States and Territories bear all risk should the costs of a project exceed the agreed estimated costs. The Parties acknowledge that this arrangement provides the maximum incentive for participating States and Territories to deliver projects cost effectively and efficiently.

PART 6 – GOVERNANCE ARRANGEMENTS

Enforceability of the Agreement

20. The Parties do not intend any of the provisions of this Agreement to be legally enforceable. However, that does not lessen the Parties' commitment to this Agreement.

Variation of the Agreement

21. The Agreement may be amended at any time by agreement in writing by all the Parties.
22. A Party to the Agreement may terminate their participation in the Agreement at any time by notifying all the other Parties in writing.

Delegations

23. The Commonwealth Minister may delegate the assessment of performance against milestones and the authorisation of related project payments to senior Commonwealth officials, having regard to the financial and policy risks associated with those payments.

Dispute resolution

24. Any Party may give notice to other Parties of a dispute under this Agreement.
25. Officials of relevant Parties will attempt to resolve any dispute in the first instance.
26. If a dispute cannot be resolved by officials, it may be escalated to the relevant Ministers and if necessary, the relevant ministerial Council.
27. If a dispute cannot be resolved by the relevant Ministers, it may be referred by a Party to COAG for consideration.

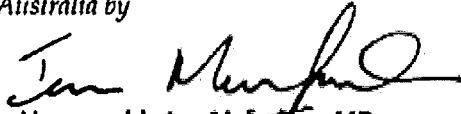
Interpretation

28. For the purposes of this Agreement:
 - (a) 'Funding Plan' means a plan supplied to the Commonwealth by each participating State and Territory describing the strategies and initiatives to be used to encourage and improve commencements and completions in Australian Apprenticeships as they related to the National Funding Principles.
 - (b) 'National Funding Principles' means
 - (i) Principle 1: Organisations that meet the National Standards for Group Training Organisations are eligible to apply to the State Training Authority for Joint Group Training Funding.

- (ii) Principle 2: Targeted outcomes will be determined by each State or Territory for each of the following nationally agreed priority areas: - Skills Development, Client Groups and Geographical Locations.
- (iii) Principle 3: Where funding is applied to individual Australian Apprentices under the Program, the funding will remain in place for the duration of that Australian Apprenticeship, at a level to be determined by the State Training Authority provided the Group Training Organisation continues to receive Program funding from that State or Territory.
- (iv) Principle 4: Incentive outcome payments will be determined by the State Training Authority and will include different rates to reflect the level of priority of the outcomes. State and Territory priority areas where possible will align to the State or Territory VET Plan.
- (v) Principle 5: Structuring of the funding model under the Program is determined by the State Training Authority in a way that supports skills and training for identified priority areas and encourages the completion of an Australian Apprenticeship.
- (vi) Principle 6: The Commonwealth and the State and Territory Governments will contribute financially to the Program and the Australian Government contribution will be maintained within agreed budget capacity of the Australian Government.

The Parties have confirmed their commitment to this agreement as follows:

*Signed for and on behalf of the Commonwealth
of Australia by*



The Honourable Ian McFarlane MP
Minister for Industry **MACFARLANE**

Date:

*Signed for and on behalf of the
State of Victoria by*

The Honourable Peter Hall MLC
Minister for Higher Education and Skills

Date:

*Signed for and on behalf of the
State of Queensland by*

The Honourable John-Paul Langbroek MP
Minister for Education, Training and Employment

Date:

*Signed for and on behalf of the
State of South Australia by*

The Honourable Grace Portolesi MP
Minister for Further Education, Employment,
Science and Technology

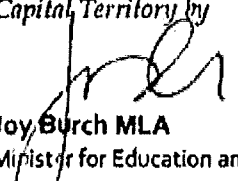
Date:

*Signed for and on behalf of the
State of Western Australia by*

The Honourable Dr Kim Hames MLA
Minister for Health, Training and Workforce
Development

Date:

*Signed for and on behalf of the Australian
Capital Territory by*


Joy Burch MLA
Minister for Education and Training

Date: **7.4.14**

*Signed for and on behalf of the Northern
Territory by*

The Honourable David William Tollner MLA
Minister for Employment and Training

Date:

The Parties have confirmed their commitment to this agreement as follows:

Signed for and on behalf of the Commonwealth of Australia by

The Honourable Ian Mcfarlane MP

Minister for Industry

Date:

Signed for and on behalf of the State of Victoria by

The Honourable Peter Hall MLC

Minister for Higher Education and Skills

Date:

Signed for and on behalf of the State of Queensland by

The Honourable John-Paul Langbroek MP

Minister for Education, Training and Employment

Date:

Signed for and on behalf of the State of South Australia by

The Honourable Grace Portolesi MP

Minister for Further Education, Employment, Science and Technology

Date:

Signed for and on behalf of the State of Western Australia by



The Honourable Dr Kim Hames MLA

Minister for Health, Training and Workforce Development

Date: 12/5/14

Signed for and on behalf of the Australian Capital Territory by

Joy Burch MLA

Minister for Education and Training

Date:

Signed for and on behalf of the Northern Territory by

The Honourable David William Tollner MLA

Minister for Employment and Training

Date:

The Parties have confirmed their commitment to this agreement as follows:

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The Honourable Ian Mcfarlane MP

Minister for Industry

Date:

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The Honourable Peter Hall MLC

Minister for Higher Education and Skills

Date:

Signed for and on behalf of the State of Queensland by

The Honourable John-Paul Langbroek MP

Minister for Education, Training and Employment

Date:

Signed for and on behalf of the State of Western Australia by

The Honourable Dr Kim Hames MLA

Minister for Health, Training and Workforce Development

Date:

Signed for and on behalf of the Northern Territory by



The Honourable David William Tollner MLA

Minister for Employment and Training

Date: **- 9 APR 2014**

Signed for and on behalf of the State of South Australia by

The Honourable Grace Portolesi MP

Minister for Further Education, Employment, Science and Technology

Date:

Signed for and on behalf of the Australian Capital Territory by

Joy Burch MLA

Minister for Education and Training

Date:

The Parties have confirmed their commitment to this agreement as follows:

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The Honourable Ian Mcfarlane MP

Minister for Industry

Date:

Signed for and on behalf of the State of Victoria by

The Honourable Peter Hall MLC

Minister for Higher Education and Skills

Date:

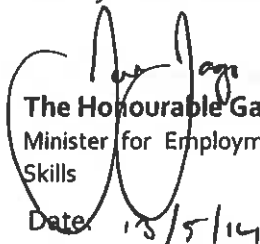
Signed for and on behalf of the State of Queensland by

The Honourable John-Paul Langbroek MP

Minister for Education, Training and Employment

Date:

Signed for and on behalf of the State of South Australia by



The Honourable Gail Gago MLC

Minister for Employment, Higher Education and Skills

Date: 18/5/14

Signed for and on behalf of the State of Western Australia by

The Honourable Dr Kim Hames MLA

Minister for Health, Training and Workforce Development

Date:

Signed for and on behalf of the Northern Territory by

Signed for and on behalf of the Australian Capital Territory by

Joy Burch MLA

Minister for Education and Training

Date:

The Honourable David William Tollner MLA

Minister for Employment and Training

Date:

The Parties have confirmed their commitment to this agreement as follows:

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Minister for Industry

Date:

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The Honourable Peter Hall MLC
Minister for Higher Education and Skills

Date:

Signed for and on behalf of the State of Queensland by

The Honourable John-Paul Langbroek MP
Minister for Education, Training and Employment

Date:

Signed for and on behalf of the State of Western Australia by

The Honourable Dr Kim Hames MLA
Minister for Health, Training and Workforce Development

Date:

Signed for and on behalf of the Northern Territory by

The Honourable David William Tollner MLA
Minister for Employment and Training

Date:

Signed for and on behalf of the State of South Australia by

The Honourable Grace Portolesi MP
Minister for Further Education, Employment, Science and Technology

Date:

Signed for and on behalf of the Australian Capital Territory by

Joy Burch MLA
Minister for Education and Training

Date:

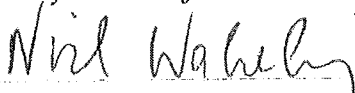
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The Honourable Ian Macfarlane MP
Minister for Industry

Date:

Signed for and on behalf of the State of Victoria by



The Honourable Nick Wakeling MP
Minister for Higher Education and Skills

Date: 1.7.2014

Signed for and on behalf of the State of Queensland by

The Honourable John-Paul Langbroek MP
Minister for Education, Training and Employment

Date:

Signed for and on behalf of the State of Western Australia by

The Honourable Dr Kim Hames MLA
Minister for Health, Training and Workforce Development

Date:

Signed for and on behalf of the Northern Territory by

The Honourable David William Tollner MLA
Minister for Employment and Training

Date:

Signed for and on behalf of the State of South Australia by

The Honourable Gail Gago MLC
Minister for Employment, Higher Education and Skills

Date:

Signed for and on behalf of the Australian Capital Territory by

Joy Burch MLA
Minister for Education and Training

Date: