

Implementation Plan for Tasmania's Apprentice Kickstart Pre-Apprenticeship Projects

NATIONAL PARTNERSHIP AGREEMENT ON PRE-APPRENTICESHIP TRAINING

PRELIMINARIES

1. This Implementation Plan is created subject to the provisions of the **National Partnership Agreement on Pre-Apprenticeship Training** and should be read in conjunction with that Agreement. The objective in the National Partnership is to assist in achieving the objectives of the National Agreement on Skills and Workforce Development by increasing the number of pre-apprenticeship training opportunities that are available and increasing the number of better prepared individuals having the option of taking up formal Australian Apprenticeship training.
2. The terms and milestones of this Implementation Plan are based on the Application for Funding submitted by Tasmania to the Commonwealth. The Application for Funding forms Attachment A of this Implementation Plan.
3. The projects to be delivered from the attached Application for Funding are:
 - a. Project 1 - Tasmanian Polytechnic Kickstart Pre-Apprenticeship Programs
 - b. Project 2 - The Skills Institute Pre-Apprenticeship Program
4. Through the delivery of these two distinct projects, this Implementation Plan aims to:
 - a. expand pre-apprenticeship opportunities for young people, including those from groups under-represented in training; and
 - b. build the workforce capability and opportunities for employment in the trades and selected industries

TERMS OF THIS IMPLEMENTATION PLAN

5. This Implementation Plan will commence as soon as it is agreed between the Commonwealth of Australia, represented by the Deputy Prime Minister, and the State of Tasmania, represented by the Minister for Education and Skills.
6. This Implementation Plan will cease on completion of the projects as specified in this Implementation Plan, including the acceptance of final performance reporting and processing of final payments against project milestones specified in this Implementation Plan.

7. This Implementation Plan may be varied by written agreement between the Ministers or the authorised delegates.
8. Either Party may terminate this agreement by providing 30 days notice in writing. Where this Implementation Plan is terminated, the Commonwealth's liability to make payments to the State is limited to payments associated with project milestones achieved by the State by the date of effect of termination of this Implementation Plan.
9. The Parties to this Implementation Plan do not intend any of the provisions to be legally enforceable. However, that does not lessen the Parties' commitment to this Implementation Plan.

OBJECTIVE OF THIS IMPLEMENTATION PLAN

10. The objective of this Implementation Plan is to deliver projects in Tasmania which support the objective of the **National Partnership Agreement on Pre-Apprenticeship Training**.
11. Projects delivered in Tasmania under this Implementation Plan have the following objectives:

Project 1 - Tasmanian Polytechnic Kickstart Pre-Apprenticeship Project

- a. deliver pre-apprenticeship programs at three major campuses of the Tasmanian Polytechnic focusing on construction trades not otherwise offered by the Polytechnic;
- b. expand pre-apprenticeship opportunities in rural and regional Trade Training Centres;
- c. support students from equity groups, including targeting those under-represented in training; and
- d. deliver a program of trade training for young offenders based at the Ashley Detention Centre.

Project 2 - The Skills Institute Pre-Apprenticeship Project

- a. to provide training that supports participants to make a successful transition from training to employment as an Australian Apprentice in a trade; and
- b. to facilitate accelerated achievement of competency and completion of qualifications.

ROLES AND RESPONSIBILITIES

Role of the Commonwealth

12. The Commonwealth is responsible for reviewing the State's performance against the project's benchmarks specified in this Implementation Plan and providing any consequential financial contribution to the State for that performance.
13. The Commonwealth is responsible for funding and overseeing a national evaluation of all projects under this measure utilising remaining funds not allocated to state and territory projects.

Role of the State

14. The State is responsible for all aspects of project implementation, including:
- (a) fully funding the projects, after accounting for financial contributions from the Commonwealth and any third party;
 - (b) completing the projects in a timely and professional manner in accordance with this Implementation Plan;
 - (c) meeting all conditions including providing reports in accordance with this Implementation Plan; and
 - (d) acknowledging the Australian Government's financial support for courses delivered as part of funded projects detailed in this Implementation Plan, particularly where marketing or communication activity is undertaken.

PROJECT MILESTONES AND FINANCIAL ARRANGEMENTS

15. The maximum financial contribution to be provided by the Commonwealth for the projects are \$4,359,521 payable in accordance with project milestones set out in Table 1. All payments are inclusive of GST.

Table 1: Project milestones and associated payments

Project milestones	Due date	Amount
(i) Agreement of both parties to the Implementation Plan	Expected by 7/7/2010	\$871,905
(ii) Commencement of 80 individuals in pre-apprenticeship training in <u>The Skills Institute Pre-Apprenticeship Project</u>	Expected by 7/8/2010	\$319,810
(iii) Submission, and acceptance by the Commonwealth, of a progress summary for <u>The Skills Institute Pre-Apprenticeship Project</u>		
(iv) Commencement of 50 individuals in pre-apprenticeship training in Tasmanian Polytechnic Kickstart Pre-Apprenticeship Project	Expected by 7/10/2010	\$779,700
(v) Submission, and acceptance by the Commonwealth, of a progress summary for Tasmanian Polytechnic Kickstart Pre-Apprenticeship Project		
(vi) Commencement of 336 individuals in pre-apprenticeship training in <u>The Skills Institute Pre-Apprenticeship Project</u>	Expected by 7/10/2010	\$671,600
(vii) Submission, and acceptance by the Commonwealth, of a progress summary for <u>The Skills Institute Pre-Apprenticeship Project</u>		
(viii) Commencement of 358 individuals in pre-apprenticeship training in Tasmanian Polytechnic Kickstart Pre-Apprenticeship Project	Expected by 7/3/2011	\$1,152,631
(ix) Submission, and acceptance by the Commonwealth, of a progress summary for Tasmanian Polytechnic Kickstart Pre-Apprenticeship Project		
(x) Provision, and acceptance by the Commonwealth, of the final report, including details of Australian Apprenticeship and other employment outcomes	Expected by 7/6/2011	\$563,875

16. Any Commonwealth financial contribution payable will be processed by the Commonwealth Treasury and paid to the State Treasury in accordance with the payment arrangements set out in Schedule D of the *Intergovernmental Agreement on Federal Financial Relations*.

BUDGET

17. Having regard to the estimated costs of projects specified in the overall budget, the State will not be required to pay a refund to the Commonwealth if the actual cost of the projects is less than the agreed estimated cost of the projects. Similarly, the State bears all risk should the costs of the projects exceed the estimated costs. The Parties acknowledge that this arrangement provides the maximum incentive for the State to deliver projects cost-effectively and efficiently.

REPORTING ARRANGEMENTS

18. The State will provide progress summaries to the Commonwealth to demonstrate its achievement of project milestones set out in Table 1.
19. Progress Summaries will contain the following information:
 - a) Details of enrolments under this initiative, including the Units of Competency to be completed/Certificate level, industry and location
 - b) Details of the number of individuals engaged in each course, including which of the following group each individual falls under
 - 1 Aged 19 years and under;
 - 2 Indigenous Australian;
 - 3 Person with disability;
 - 4 School leaver; and/or
 - 5 Living in remote or rural locations
 - c) Details of articulation of participants into an Australian Apprenticeship upon completion of their pre-apprenticeship training
 - d) a description of actual performance of the State in the reporting period to date against the project milestones; and
 - e) promotional activities undertaken in relation to, and media coverage of, the projects during the reporting period.
20. The final report is due within 60 Business Days of the completion of the projects or termination of this Implementation Plan.
21. The final report will be a stand-alone document that can be used for public information dissemination purposes regarding the projects and must:
 - a) describe the conduct, benefits and outcomes of the project as a whole;

- b) evaluate the projects, including assessing the extent to which the objective in this Implementation Plan has been achieved and explaining why any aspects were not achieved; and
- c) include a discussion of any other matters relating to the projects, limited to the minimum necessary for the effective assessment of performance, which the Commonwealth notifies the State should be included in the final report at least 30 days before it is due.