

# GROUP TRAINING AUSTRALIA (SA) ANNUAL REPORT 2013-14

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**Group Training Australia (SA) provides a unique service and support to Group Training Organisations, apprentices, trainees and host employers. As the largest network of employers of apprentices and trainees in South Australia, Group Training shows leadership in vocational education and training and dedication to achieving successful outcomes for apprentices and trainees.**

# 2013-14

## HIGHLIGHTS

50

HOST EMPLOYERS ATTENDED TRAINING WITH GTA(SA) AS PART OF THE SAFETY BENCHMARKING PILOT PROJECT.

03

SA APPRENTICES ATTENDED THE TODAY'S SKILLS: TOMORROW'S LEADERS PROGRAM IN CANBERRA

439

LIKES AND FOLLOWERS ON NEW GTA (SA) SOCIAL MEDIA ACCOUNTS

03

NEW MEMBERS OF GTA SA, INCLUDING 2 GROUP TRAINING ORGANISATIONS

389

SMARTKIT SAFETY MANAGEMENT SYSTEMS CREATED TO SUPPORT GTO HOST EMPLOYERS IN SA

# ABOUT GTA(SA)

**GROUP TRAINING AUSTRALIA (SA)** is the peak body representing a network of independent, not-for-profit Group Training Organisations in South Australia. GTA(SA) is engaged in the following activities:

- » Building relationships with all relevant State Government agencies
- » Raising the profile of Group Training in South Australia
- » Increasing the market share of Group Training apprentices and trainees
- » Training and professional development
- » Building relationships with all school sectors in South Australia
- » Providing legal information and advice to members
- » Facilitating the sharing of resources
- » Increasing awareness and promoting best practice in WHS legislation

## Our Location

GTA(SA) is located in the west of Adelaide at 85 Grange Road, Welland.

## Our History

GTA(SA) was established in 1991 and registered as an incorporated body in May 1992.

## Our Values

Our strategic vision and day-to-day activities are guided by the organisational values of:

- » Quality
- » Integrity
- » Innovation
- » Accountability

## Our Mission

As Group Training's peak industry body, we advocate quality, skills and employment for apprentices and trainees.

## Our Stakeholders

- » 16 Group Training Organisations (GTOs) in SA
- » Three associate members
- » State and Federal Government
- » Group Training Australia
- » Host employers
- » Apprentices and trainees
- » Jobseekers

## Our Clients

Our 16 member organisations and three associate members are located across metropolitan Adelaide and all major population centres throughout South Australia. All member organisations meet National Group Training Standards, ensuring the delivery of quality, accountable services to the industry.

Collectively, our members provide employment for over 3,000 apprentices and trainees in South Australia and account for 28% of all apprentices engaged in SA.

See page 22 for a full list of our entry level members.



Marcus has successfully completed his Group Training Plumbing Apprenticeship.

# WELCOME MESSAGES

## MESSAGE FROM THE PRESIDENT MICHAEL BOYCE



**W**elcome to the 2013-14 Annual Report for Group Training Australia (SA). It is with great pleasure that I present my Annual Report as President of GTA(SA), after resuming the role of President in January 2014 from John Chapman. I would like to take this opportunity to thank John Chapman, who served as President of GTA(SA) for two terms until January of this year.

The last financial year has seen some pleasing outcomes for the Association. Notably, GTA(SA) welcomed three new members – Master Builders Group Training Scheme, MEGT Australia and Marcellin Technical College (Associate).

During this year we welcomed a new state Minister for Employment, Higher Education and Skills in the Honourable Gail Gago MLC. We also lobbied both The Federal and State elections to forge a path for future policy outcomes that would support our members in to the future.

South Australia is working towards increasing business confidence and the investment in skills for the future of the state. The Group Training network is very well placed to support our State in this endeavour and we will continue to work towards optimal outcomes for training and employment for South Australia.

I would like to thank the members of the Board of GTA(SA) and the staff for their hard work and dedication throughout the year, and to the members of the Association for their ongoing contribution and support of the sector and the work of the Association. The Board and I look forward to continuing to progress members needs through the exciting and challenging times ahead.

## MESSAGE FROM THE EXECUTIVE MANAGER LAUREN TILTMAN



**G**TA(SA) experienced another exceptionally busy year this year, working hard to achieve the best possible outcomes for our growing membership base.

One of the key elements of this year has been the work that went in to the election campaign for the State election. GTA SA undertook targeted lobbying which included every sitting MP and every electoral candidate in the lead up to and post the election. We have seen positive results from these efforts as our political lobbying has remained engaged long since the election result was announced.

We have participated in many meetings and discussions both with our members and on behalf of our members. Our Board, 3 subcommittees, project management groups, consultants and staff continue to participate in and generate discussions that firmly place skills employment for South Australia on every agenda.

The strength of our cohesive membership is a credit to the members and their passion for skills employment and training in South Australia.

South Australian GTOs continue to lead the way in many areas, and this year has been no different.

I look forward to continuing to work with members to address their needs and to support the principles of Group Training at both a state and national level.

# OUR ACHIEVEMENTS

## Facts & Figures Figures accurate at 30 June 2014

**2013-14 TOTAL  
APPRENTICE  
& TRAINEE  
COMMENCEMENTS  
AT 30 JUNE 2014**

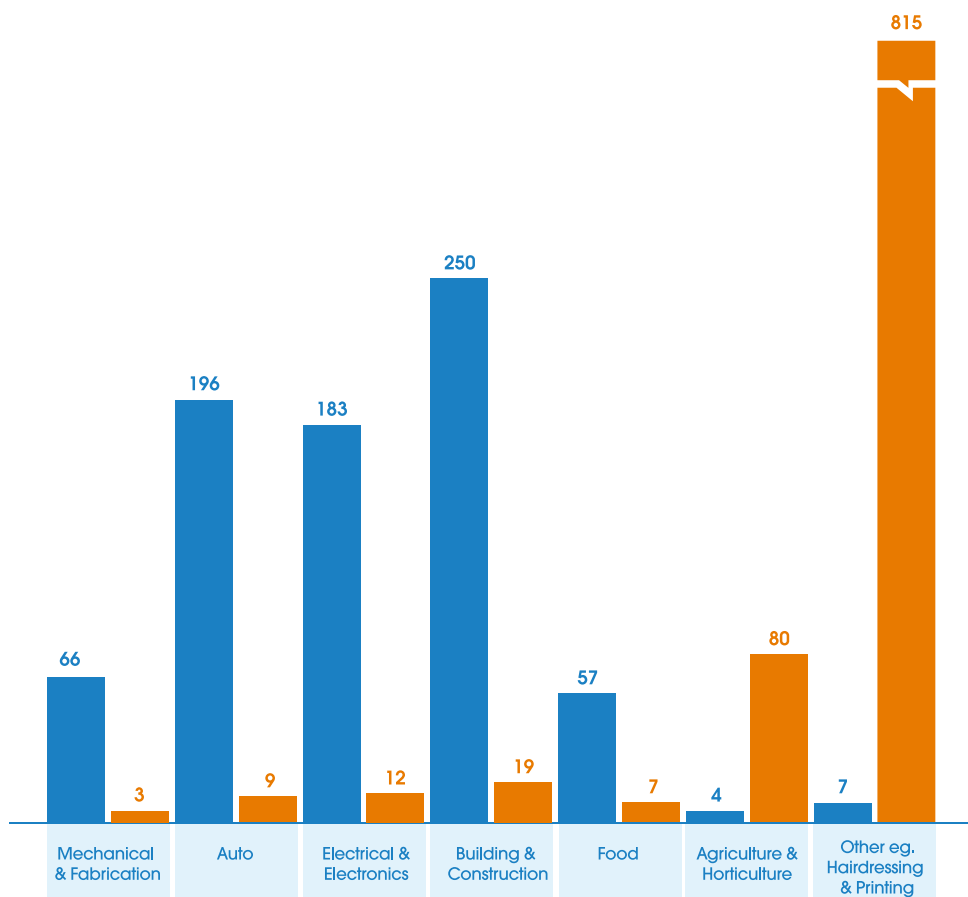
Includes Australian School  
Based Apprentices

**763**

**APPRENTICESHIPS**

**945**

**TRAINEESHIPS**



# 72

**2013-14 OUT OF TRADE PLACEMENTS**

## COMPLETION STATISTICS BASED ON COMMENCEMENTS FROM 2007 TO 2009

Includes Australian School  
Based Apprentices

Year of Commencement	SA GTOs	South Australia	Australia
2007	59.8%	49.7%	49.5%
2008	56%	52.6%	49.6%
2009	54.3%	48.6%	51.4%

Note: the data is based on the year of commencement. It is approximately five years before reliable completion statistics can be calculated. The percentages for South Australia include the superior completion rates for GTOs; hence the actual percentage for South Australia excluding GTOs would be significantly less.

## 2013-14 TOTAL APPRENTICES & TRAINEES IN TRAINING AT 30 JUNE 2014

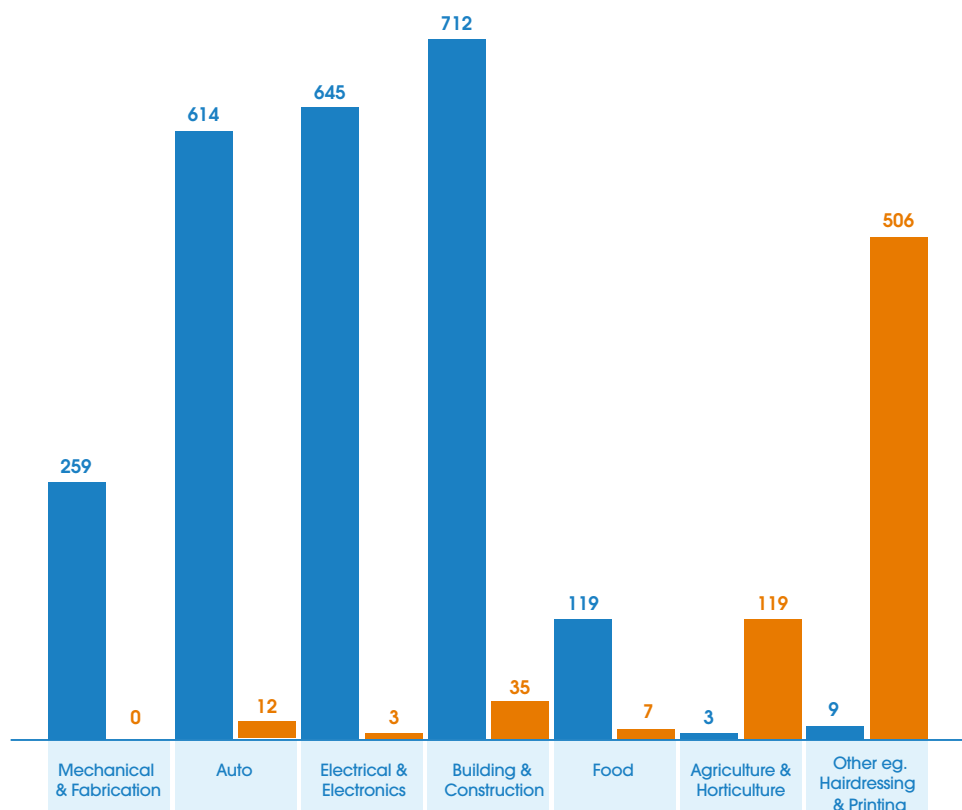
Includes Australian School  
Based Apprentices

# 2361

## APPRENTICESHIPS

# 682

## TRAINEESHIPS



## 2013-14 APPRENTICE AND TRAINEE QUARTERLY RE-ENGAGEMENTS

Includes Australian School  
Based Apprentices





# Today's Skills: Tomorrow's Leaders

## A National Leadership Program for Group Training Apprentices and Trainees

The Today's Skills: Tomorrow's Leaders (TSTL) Program was held in August 2013 at the Australian Institute of Sport, Canberra. The week-long event was opened by the Patron of Group Training Australia, His Excellency General the Honourable Sir Peter Cosgrove, AK, MC (Retd), Governor-General of the Commonwealth of Australia.

TSTL is an intensive professional development program for high achieving apprentices and trainees from across Australia. TSTL offers a unique opportunity for participants to develop their leadership and self management skills, clarify future goals and improve work/life satisfaction. Participants also have the opportunity to meet and learn from AIS athletes, visit Parliament House and meet with key ministers.

From 21 participants, South Australia was represented by three remarkable apprentices:

- » Stephen Colloff
- » Marcus Harders
- » Luke Petersen



## STEPHEN COLLOFF

### Horticulture Apprentice

**GTO** Maxima Group

**Host Employer** City of Burnside

Stephen is a mature aged trainee completing a Certificate 3 in Horticulture through Maxima Group, hosted at the City of Burnside as part of a biodiversity team.

Stephen explains that Group Training has been beneficial and supportive to his entry into the Horticultural and Conservation Industries. He also states that his career pathway in his horticulture traineeships has been both satisfying and rewarding and he can already see the long term benefits will outweigh the sacrifices he has made in the shorter term. Stephen has been described as an 'exceptionally impressive trainee' by his host employer, and recognised for maintaining a positive attitude at all times.

Left: Participants gather on the steps of Parliament House



## LUKE PETERSEN

### Oil & Gas Apprentice

**GTO** Statewide Group Training

**Host Employer** Santos

Luke is completing a dual trade apprenticeship in Electro Technology – Instrumentation in the oil and gas industry through Statewide Group Training. Luke is hosted at Santos and participates in a FIFO roster.

Luke is described by his peers and workmates as reliable, energetic, enthusiastic, analytical and task focused. He is recognised for motivating and encouraging others to achieve their best at all times.

Luke was awarded a certificate of excellence for his time at Training Prospects, which resulted in the highest academic result for 2012 including his capstone assessment. Luke has also stepped up of his own accord, assisting in the development of an Apprentice Toolkit for future Santos Apprentices at all stages of their apprenticeship.



## MARCUS HARDERS

### Plumbing Apprentice

**GTO** PEER VEET

**Host Employer** National 1 Plumbing & Maintenance Services

Marcus is approaching completion of a Certificate III in Plumbing apprenticeship through PEER VEET. Marcus is hosted at National 1 Plumbing and Maintenance Services.

Marcus is often described as an exceptional apprentice who demonstrates superior leadership qualities and who operates with a high level of skill and knowledge. Marcus was awarded the Bob Geraghty Award for Dedication and Commitment in Plumbing and Gas Fitting at the 2013 PEER VEET Awards Ceremony.

Marcus is recognised as a respectful, hardworking, generous and dedicated young man, and referenced for his maturity throughout the duration of his apprenticeship. These qualities in his character are attributed to his faith and strong involvement with his Church, the Aberfoyle Park Baptist Church.

Marcus has been involved in community missions with the church both within Australia, and most recently in a mission for three weeks in Bangladesh where he interacted and volunteered with the Bangladeshi people and Non-Government Organisation projects operating in northern regions of the country funded by Australians.

Marcus is well respected by all he associates with, and his host employer notes that he has always demonstrated a fantastic work ethic.



Above: Inside Parliament House

# Lobbying

**G**TA(SA) continues to raise the profile of Group Training in South Australia. GTA(SA) met with the Minister for Further Education and Training on a number of occasions throughout the year to discuss topical issues in the traineeship and apprenticeship arena. GTA(SA) also provided information and advice to the Shadow Minister for Employment, Higher Education and Skills on statistics and issues relating to group training arrangements in South Australia. GTA(SA) has maximised opportunities to engage Federal Politicians including Nick Xenophon, Kate Ellis and Sussan Ley in policy discussions around the VET sector. Significantly, GTA(SA) launched a formal election campaign for the first time in March 2014, meeting with a range of MPs and candidates and contributed to the federal election campaign by GTA Ltd in the lead up to the September 2013 federal election.

## National Standards for GTOs

GTA(SA) consulted on the revised draft national standards for GTOs with members, and responded to consultation by Escalier directly. GTA(SA) also submitted responses to GTA Ltd in their advocacy and lobbying efforts around amendments to the draft standards.

## Australian Apprenticeships Reform

GTA(SA) consulted with members and submitted a paper to GTA Ltd which informed a national view on the Australian Apprenticeship Support Services white paper, released in 2013.

## Dual Trades/Progressive Trades

GTA(SA) drafted a proposal around a new model introducing succession in the trades (graduating from Cert II to Cert III to Cert IV), and subsequently consulted on the ability to incorporate a pilot program in dual trades in South Australia among the group training network. Ongoing discussions continue around this project both within the Department of State Development and with the Training and Skills Commission.

## National Wage Increase

GTA(SA) consulted widely with members on the implications of the national wage increase for apprentices that was introduced to the modern awards as of 1 January 2014. GTA(SA) spoke with the former Minister for Training on this issues and also spoke to the former Shadow Treasurer and Shadow Minister for Training at their request.

## Statistical Reporting on the Group Training Industry

GTA(SA) collected quarterly statistics from our members around the status of the group training industry in South Australia. These statistics have been shared with stakeholders upon their request. GTA(SA) has also engaged Code House to produce a statistical database/portal that will house all of GTA(SA)'s statistics over the years, and will assist in the re-introduction of written reports to stakeholders. This new style of reports will incorporate both statistical data and graphs to demonstrate trends in the group training industry over time.

**“ GTA SA will continue to voice loudly when the Return to Work Bill is tabled in Parliament and open for public discussion.**

## Suspensions by GTOs

GTA(SA) consulted with the former Department of Further Education on the use of suspensions of training contracts by GTOs. GTA(SA) met with the Department both independently and also invited the Department to speak directly with members about how suspensions are used, how data entry processes can be simplified and what GTOs can do to assist in simplifying the suspension process for both parties.

## DFEEST & WorkCover SA Suspension of Training Contracts whilst on WorkCover

GTA(SA) facilitated a meeting between senior executives at WorkCover SA and representatives from the Department of Further Education to clarify the ability to place apprentices and trainees who are in receipt of WorkCover entitlements on to a suspension of their training contract. GTA(SA) looks forward to receiving feedback from the Department on the progression of this discussion and proposed policy amendment.

## Recovery and Return to Work Draft Bill

GTA SA has been heavily involved in consultation around the 'Return to Work Bill 2014' which was outlined by the Deputy Premier prior to the March 2014 State Election. GTA SA will continue to voice loudly when the Return to Work Bill is tabled in Parliament and is open for public discussion.

## Workplace Gender Equality Act 2012

GTA(SA) has been working with member GTOs to inform them of their requirements under the Workplace Gender Equality Act 2012. GTA(SA) drafted a pilot program which would allow for the group training industry to utilise the basis and direction of this act as a perpetrator of consideration to increase the number of females engaged in non-traditional trades. GTA(SA) has engaged with a range of stakeholder on this draft, including the Department of Further Education and Training, YWCA and specialist consultants.

## TAFE SA Fee Increase

GTA(SA) undertook extensive discussions with a number of Directors at TAFE SA in relation to their fee hike in 2013. The impact of this fee hike, in conjunction with policy changes to the *Skills for All* program had potentially devastating effects for group training and apprenticeships and traineeship industry in South Australia.

## Access to State Government Vacancies

GTA(SA) successfully worked with a former Minister and DFEEST to achieve access to apprenticeship vacancies for GTOs in State Government. GTA(SA) continues to lobby for GTOs to access traineeships in the public sector.

## Joint Group Training Program (JGTP)

GTA(SA) has worked collaboratively with other State Group Training Associations, GTA Ltd and DFEEST to ensure that the Joint Group Training Program remains viable and active in South Australia. GTA(SA) and our members have consulted with DFEEST around future iterations of the JGTP contracts in South Australia. GTA(SA) has met with the Shadow Minister for Training on the future of the Joint Group Training Program and discussed ongoing funding for the Group Training Association.

## Institutional Based Trade Training

GTA(SA) continues to advocate for a shift away from the 'institutional based trade training' option that exists under *Skills for All*. GTA(SA) is pleased to see an adoption of the policy that allows certain qualifications to be funded under *Skills for All* only when attached to a training contract. GTA(SA) will continue to work with Government in this area.

## Skills for All (including the 'Training Guarantee for Secondary Students')

GTA(SA) held a number of discussions with DFEEST regarding *Skills for All* funding which came in to effect on 1 July 2012. Some of the topics include the ability to run institutionalised trade training and the increase and/or restriction of qualifications on the Funded Training List.

GTA(SA) continues to represent its members by attending briefings and providing input to the *Skills for All* agenda. This information has then been provided to the membership. Face to face meetings for members have been arranged from key DFEEST personnel to keep members up to date with *Skills for All*. The association distributes *Skills for All* ebulletins as they are released.

## Workers Rehabilitation and Compensation Act (Section 54)

GTA(SA) consulted with WorkCover SA on the changes to the WorkCover premium and calculations for trainees, and the impact this would have on GTOs. GTA(SA) provided a submission to Minister John Rau, Minister for Industrial Relations and to the Board of WorkCover SA seeking an exemption of GTOs to this change, and was granted an exemption.

# Current Projects

Right: real skills, real support and real jobs with an apprenticeship

## Proposed New National Standards for GTOs

In March 2013, GTA(SA) on behalf of its members responded to the *Revised Draft National Standards for Group Training Organisations*. In a letter to Jim Barron, CEO of Group Training Australia Ltd, GTA(SA) highlighted a number of issues with the proposed standards, including the discriminative language used against GTOs vs direct employers of apprentices and trainees, the confusing and cumbersome presentation and formulation of the draft standards and the apparent misunderstanding of the operations of a GTO.

At time of writing, GTA(SA) is continuing to work with Jim Barron to address these issues.

## Skill Connect Register

The Skill Connect Register is an online tool to connect employers with out of trade apprentices and trainees who are wanting to continue their apprenticeship or traineeship. GTA(SA) has been working collaboratively with GTA Victoria and GTA Qld/NT to ensure best practice across the Skill Connect Register

In 2013/14 GTA(SA) members successfully placed 72 Out of Trade apprentices and trainees through the Skills Connect Register.

The Skill Connect Register is located at [www.skillconnect.com.au](http://www.skillconnect.com.au)

## Communications

GTA(SA) implemented a comprehensive suite of communications projects which will increase the promotional capacity of both the association and our members. This included a social media strategy, new website build, appointment of a subcommittee, development of information flyers, sponsorship of technical colleges awards, release of a public annual report and supporting the 2014 State Election election campaign.

GTA(SA) has also developed material toward the the Group Training Members Directory and the online vocational guide and provided aptitude tests to the Australian Apprenticeship Pathways website.

By developing key relationships with major media outlets, GTA(SA) has had a range of articles published, including tips and pathways into apprenticeships and traineeships across South Australia and nationally.

## Facebook

GTA(SA) launched a facebook page 'Apprenticeships and Traineeships in South Australia' and a twitter account to increase the promotional capacity of the association. GTA(SA) uses the facebook account to promote vacancies and good news stories in the group training sector in South Australia, which feeds back to the GTA(SA) website.

## Membership

GTA(SA) signed on two new members in this funding period, MEGT and Master Builders Group Training Scheme. This additional membership increases the strength of the association in delivering sector-wide strategic initiatives.

## National Trade Cadetship (NTC)

GTA(SA) consulted extensively on the development of the National Trade Cadetship (NTC) with GTA Ltd and is continuing discussions around the future options for this funding pool in regards to school to work transition, particularly in the light of the removal of funding for the Partnership Brokers federal funding for school to work transitions.

## Jobs 4 Youth

GTA(SA) was involved in the planning stages of the 'Jobs 4 Youth' project that was undertaken by a number of GTOs in South Australia in early 2014.



## Working for Schools

GTA(SA) has been active in promoting apprenticeships and traineeships and career advice to schools through:

- » Regular quarterly meetings with the three school sectors
- » Collaboration with the DECD Trade School for the Future brokers to set up procedures and resources to enable better linkages among brokers and the GTOs, for the benefit of schools students
- » Electronic distribution of information and advice to the three school sectors through the GTA(SA) website and through consultation to update the websites tools for school students and school leavers
- » Provision of aids to assist student counsellors and students in making decisions about apprenticeship and traineeships, e.g. practice aptitude assessments and mathematical topics for apprentices and trainees
- » Circulating apprenticeship and traineeship vacancies (including school-based apprenticeships) to the three school sectors, in association with GTOs
- » Presenting at career and community events for schools and school leavers, in association with GTOs
- » Regular information sessions with federally funded apprentice mentors and advisors to develop a collaborative approach to working with schools
- » Support and coordination of GTO attendance at career/skills exhibitions and school career nights where information about apprenticeships, traineeships and career paths is provided
- » Close ties with the two trade schools, St Patricks Technical College and Marcellin Technical College throughout the year. In recognition of the partnership between the association and the trade schools, both have been recognised as Associate members
- » Participation in the DECD managed 'Western Industry Community Action Networks,' which works with the community in the support of disengaged high school students who enter the 'Flexible Learning Options (FLO)' program
- » Maintaining a seat on the Northern Connections 'Aspirations Working Group' which informs strategies for the northern suburbs in the school to work transition for young people in the area
- » Collaboration with the three schooling sectors, the technical colleges, our members and the SACE Board to formalise a process where apprentices and trainees can easily claim credits from their accredited training back against SACE credits, and increase the number of SACE completions in South Australia. While underway, there has been a delay due to the state election. The GTA(SA) Schools Forum will resume the project with an attempt to formalise the process in time for the 2015 school year.

## Workplace Health and Safety

GTA(SA) promoted and provided support and information to GTOs in the area of Workplace Health and Safety (WHS) to enable the safest working environment possible for group training apprentices and trainees through:

- » Regular quarterly WHS meetings for all GTOs
- » Provision of relevant WHS information on an ongoing basis, particularly in relation to the WHS Act effective 1 January 2013
- » Attendance at WorkCover SA and other relevant forums to keep the GTO membership up to date in the area of WHS
- » Supporting and coordinating the development of objective aids to enhance WHS within the GTO and the host workplace
- » Finalising the web based application of the SMARTKIT to assist host employers in their development of policies in relation to WHS
- » Representation on the project management group for the formalisation of the SafeWork SA South Australian Youth WHS Strategy. This was launched to industry in November 2013 by then Operations Manager Lauren Tiltman, on behalf of Deputy Premier John Rau MP.

# Training

## RDA Grant Writing Course

GTA(SA) partnered with Regional Development Australia Adelaide Metropolitan to deliver a grant writing course to GTA(SA) members. The training helped identify the range of funding options that exist for organisations and increase the organisations capacity to successfully source, apply for and obtain funding for future projects.

## Officer Training

As part of the Safety Benchmarking Pilot Project, GTA(SA) engaged consultants to deliver training around host employers responsibilities as an 'Officer' under the Workplace Health and Safety Act 2012. Approximately 50 host employers attended training sessions across two days and many went on to engage with both the SMARTKIT and the Safety Benchmarking Pilot Project once they understood their requirements under the Act.

## Development of National Standards Compliance Training (In Draft)

GTA(SA) worked with group training compliance consultants to develop a training program for field officers that will introduce them to the new national standards for GTOs. This training program has been deferred awaiting the introduction of the National Standards.

## Mates in Construction

GTA(SA) facilitated the introduction of the Mates in Construction program to the group training network. This program is aimed at the construction industry, training staff to recognise the signs of mental illness on construction sites and giving them the tools to assist apprentices who find themselves in this situation. A number of GTOs have subsequently undertaken the training in this program and are now equipped to better manage situations should they occur.

## WHS PD Day - EML & Safety Action

GTA(SA), in conjunction with EML and GTA Ltd hosted a Professional Development Day for individuals in GTOs with WHS responsibilities and their Return to Work Coordinators. Training included an introduction to the new WorkCover SA Return to Work process and the usage of nationally developed products for WHS management, available through the GTA Ltd website. Representatives from most member GTOs were present.



Above: Learning on the job puts Sarah a cut above her competition.

# Grants

## SMARTKIT

GTA(SA) has rolled out the Safety Management and Resource Tool Kit (SMARTKIT) to our members and their subsequent host employers to assist in raising the compliance of small business against the Workplace Health and Safety Act 2012. GTA(SA) delivered training to all Field Officers in the network and to staff tasked with WHS management within all member GTOs.

## Safety Benchmarking Project (Pilot)

GTA(SA) successfully applied to EML to access funding from the 'Members Benefit Fund' to undertake a pilot Safety Benchmarking Project. This will produce a tool allowing GTOs to work with their Host Employers to undertake a thorough safety assessment of both management systems and sites prior to placing an apprentice with the host. The safety assessment will also provide an action list for the host to assist them in increasing their compliance against the Workplace Health and Safety Act 2012.

# A NATIONAL MESSAGE FROM GROUP TRAINING AUSTRALIA CEO, JAMES BARRON



**“GTA enjoyed a highly productive working relationship with GTA(SA)”**

This was another challenging and important year for GTA and the group training network. The financial year straddled the September 2013 federal election and as such GTA and scores of individual group training organisations campaigned tirelessly for both sides of politics to continue to support and invest in group training.

GTA maintained a strong campaign for the continuation of the Joint Group Training Program (JGTP) and the Federal Government has confirmed that it will continue to commit to funding the program for the 2014/15 financial year. Obviously the battle is ongoing.

For the election campaign and beyond, GTA produced a well-received election policy statement focusing on key areas of interest and engagement: the Joint Group Training Program; placing group training organisations on an equal footing in any future program for apprenticeship support services; more meaningful and industry-led VET-in-Schools programs; investment in pre-apprenticeship programs; better recruitment and selection techniques for apprentices; and improving employment and training outcomes for Indigenous Australians. On many of these policy platforms GTA is continuing to work closely with the Government and sees real opportunity for the group training network.

Throughout the year, GTA enjoyed a highly productive working relationship with GTA(SA) and I thank the GTA(SA) Board, the GTA(SA) Executive Officer Lauren Tiltman and each and every South Australian GTO for their support and cooperation.

**James Barron**  
CEO, Group Training Australia

The President of GTA(SA) acts as the State Representative on the National Board while GTA(SA) Executive Manager Lauren Tiltman participates in quarterly meetings with GTA State Executive Officers and the GTA National CEO, James Barron.

# LOOKING FORWARD

The GTA(SA) Strategic Plan 2013-2016  
lists the following priorities:



## SUSTAINABILITY

- ▶ Securing and developing government funding and support
- ▶ Investigating alternative revenue streams
- ▶ Achieving sound governance practices
- ▶ Developing and recruiting staff
- ▶ Retaining and building our membership base



## ADVOCACY

- ▶ Improving stakeholder engagement
- ▶ Improving marketing, communications and media presence
- ▶ Advocating skills and employment for apprentices and trainees
- ▶ Developing the Group Training Industry
- ▶ Adhering to equity



## MEMBERSHIP SERVICES

- ▶ Developing and reviewing training models
- ▶ Adding value to members through professional development, promotion, WHS projects, funding and member discounts
- ▶ Sharing current information and reporting with members

# OUR ORGANISATION

## The Board

**Michael Boyce resumed Presidency in January 2014. Thank you to former President John Chapman who served two terms until 30 January 2014.**

**YEAR**

Year of Induction

**2004**

**MICHAEL BOYCE**  
GTA(SA) PRESIDENT  
PEER VEET

**2007**

**JOHN CHAPMAN**  
GTA(SA) PRESIDENT (Retd Jan 2014)  
MTA SA

**2000**

**SUE GILLESPIE**  
GTA(SA) DEPUTY PRESIDENT  
STATEWIDE

**2010**

**DAVID COCKRAM**  
GTA(SA) TREASURER  
MAXIMA

**2008**

**WENDY ETTRIDGE**  
GTA(SA) DIRECTOR  
HGT

**2014**

**SHELLEY JONKER**  
GTA(SA) DIRECTOR  
CEG

**1999**

**MICHAEL WAKEFIELD**  
GTA(SA) DIRECTOR  
TAPS

# Committees

Right: Group Training  
Apprenticeships cover over  
500 occupations nationally

## Marketing and Communications Advisory Committee

### Chair

David Nagy, Maxima

### Composition

Group Training Representatives and invited guests  
(non-voting)

### Responsibility

- » To continuously improve marketing and communications around Group Training on behalf of GTA(SA) and members
- » To develop targeted strategies on identified marketing and communications issues to contribute to the reach of the association and members
- » To continuously improve the marketing and communications knowledge of GTA(SA) and members
- » To provide strategic advice and direction to the GTA(SA) Board and interested parties on matters relating to marketing and communications;
- » To ensure that the marketing and communications aspects of the GTA(SA) strategic plan are addressed in a timely fashion.

### Key Achievements

- » Design and engagement of a developer to build a new website for GTA(SA)
- » Production of a series of marketing documents that clearly explain Group Training for members use
- » Launch of the GTA(SA) Social Media strategy – including Facebook and Twitter
- » Development of an election policy document and strategy that engaged with current and potential MPs in the lead up to the March 2014 State Election and beyond
- » Development of a set of template documents to support GTA(SA)'s future marketing endeavours
- » Engagement of a graphic designer to support the documentation development throughout the year.

## GTA Schools Forum

### Chair

Wendy Ettridge, HGT

### Composition

Group Training Representatives and Industry Partners:

- » Catholic Education South Australia (CESA)
- » Department of Education and Child Development (DECD)
- » Department of Further Education, Employment, Science and Technology – Traineeship and Apprentices Services (DFEEST – TAS)
- » Department of Industry
- » Association of Independent Schools of South Australia
- » Marcellin Technical College
- » St Patricks Technical College
- » Western Futures

### Responsibility

To foster collaboration between GTOs, schools and relevant stakeholders to support students in transitioning from school to work through quality vocational education and training opportunities.

### Key Achievements

- » Review of GTA(SA) website and resources for schools
- » Collaboration with the Marketing and Communications Advisory Committee on promotional activities to schools
- » Consultation on *Skills for All*'s impact on different models of training delivered in a school environment
- » Lobbying and advocacy around school to workplace pathways during the lead up to the State Election and beyond
- » Continued consideration on the process for recognition of SACE through apprenticeship pathways and development of tools for GTOs to utilise
- » Discussions with 'Trade Schools for the Future' Manager and Brokers to map out pathways for collaboration among GTOs, Brokers and schools
- » Discussions on how GTOs can help schools to maximise use of their Trade Training Centres and achieve joint objectives.



## WHS Consultative Committee

### Chair

Malcolm Baxter, PEER VEET

### Composition

Group Training Representatives and Industry Partners

### Responsibility:

- » Monitor and analyse industry WHS performance and trends
- » Identify, develop, implement or recommend targeted interventions or programs
- » Develop procedures, guidelines and standards for GTA(SA) members
- » Assist with WHS issue resolution

### Key Achievements:

- » Input in to the 'Return to Work Bill 2014', the proposed new workers compensation scheme legislative framework
- » Launch of the SMARTKIT in early 2014
- » Management of the 'Safety Benchmarking' Pilot project
- » Professional Development day for WHS managers
- » Participation in the GTA Ltd WHS Steering Committee
- » Consultation with WorkCover on 'Proposed changes to the Industry Classification system and including the proposal for Group Training'
- » Malcolm Baxter named a finalist in the 2013 SafeWork SA Awards for his work with the WHS Committee
- » Participation on the WorkCover and Associations working group, consulting with WorkCover on internal claims management procedures to assist in premium reduction
- » Continuation of lobbying efforts regarding s54 of the Workers Compensation and Rehabilitation Act (third party claims cost recoveries)

- » Input into the design of the GTA(SA) website safety pages
- » Engagement in the SafeWork SA and Central Queensland University project on the 'Youth Workplace Health and Safety Research Project'
- » Operations Manager Lauren Tiltman was invited to launch the 'Youth Workplace Health and Safety Research Project' formally on behalf of SafeWork SA
- » Training on SAPOL road safety programs
- » Training on the newly introduced 'Return to Work Services Strategy' for WorkCover by Employers Mutual
- » Provision of benchmarking reports to each GTO allowing them to map their WorkCover claims management against the Group Training industry and the WorkCover scheme overall
- » Provision of benchmarking reports demonstrating that the Group Training sector has significantly lower average claims costs in comparison to the scheme in total
- » Continued discussion around management and best practice of the Workplace Health and Safety Act 2012 (SA).



Right: Foster is gaining valuable administration skills that suit a variety of workplaces

# Meetings

## Annual General Meeting

15 Nov  
2013

### Chair

John Chapman

### Composition

11 Members and 10 Observers

### Key Outcomes

- » Presidents Report 2012-13
- » Auditors Report 2012-13
- » Election of Board Members conducted by Returning Officer Lauren Tiltman

## Special General Meeting

15 Nov  
2013

### Chair

John Chapman

### Composition

11 Members and 10 Observers

### Key Outcomes

- » Amendment to Constitution to allow GTASA to have powers to 'maintain an appropriate level of reserves to sustain the Association as per the Business Continuity Reserve policy'
- » Approval of the 'Business Continuity Policy'

## Member's Forum

15 Aug  
2013

### Chair

John Chapman

### Key Discussion Points

- » DFEEST (TAS) Report
- » SkillsConnect Presentation (Department of Industry)
- » TAFE SA Fees Consultation
- » Grant Writing Course through Regional Development Australia
- » Apprentice Insurance Proposal
- » AAC No Compete Clause discussion
- » WorkCover Premium Exemption for GTOs calculation breakdown

13 Feb  
2014

### Chair

Michael Boyce

### Key Discussion Points

- » DFEEST (TAS) Presentation
- » WorkCover SA Presentation
- » Skills SA Presentation
- » Changes to the GTA SA Board
- » Safety Action Training Feedback
- » Marketing Flyers
- » WorkCover Recoveries Action

15 Nov  
2013

### Chair

John Chapman

### Key Discussion Points

- » GTA Ltd Presentation
- » TAFE SA Fees Consultation – Update
- » Workplace Gender Equality Act discussion
- » Mates in Construction discussion

15 May  
2014

### Chair

Michael Boyce

### Key Discussion Points

- » DFEEST (TAS) Presentation
- » GTA Ltd Options Paper
- » GTA Ltd report on Federal Budget
- » DECD Trade Schools for the Future presentation
- » New members introduction
- » Leadership Committee
- » Field Officers Conference
- » Marketing Flyers
- » Marketing and Communications Advisory Committee
- » TAFE SA Fees – Update
- » Training and Skills Commission Challenge – Draft proposal (Progressive Trades)

# Acknowledgements

## Industry Award



In 2013, Mark Eckhold, Operations Manager at Hospitality Group Training, received the GTA SA Industry Award. The Award recognises Mark's 11 year commitment and contribution to Group Training throughout South Australia. Congratulations Mark!

## Life Membership

Life Membership is the highest honour that GTA(SA) can bestow on an individual. In recognition of their contribution to the advancement of Group Training in South Australia, the Board is pleased to acknowledge the following recipients:

### **KELVIN HUMPHRIES** 2012

Chief Executive Officer  
Statewide Group Training (SA)

### **JANICE PAGET** 2011

Ex Chief Executive Officer  
Maxima Group Training

### **KEVIN PETHERICK** 2011

Ex Regional Operations Manager  
Statewide Group Training (SA)

### **MONICA MEULENGRAFF** 2011

Chief Executive Officer  
Murraylands Training and  
Employment Association (SA)

## Industry Partners

GTA(SA) would like to acknowledge the continual support of the following organisations and their staff:

**Association of Independent Schools of South Australia**

**Catholic Education in South Australia**

**Department of Further Education, Employment, Science and Technology**

Raymond Garrard, CEO  
Isabel Maurer, Director of Traineeship and Apprenticeship Services  
Kuang Tan  
Bec Curtain  
Cathy Keane

**Department for Education and Child Development**

Tony Curtis  
Stephan Demianyk

**Department of Industry**

Heather West

**Employers Mutual Limited**

Declan Collins  
Darryl Turner  
Jodie Bischoff  
Anna Amarosa

**SafeWorkSA**

**WorkCover SA**

Greg McCarthy  
Rob Cordiner

## Association Sponsors

**Motor Trade Association of SA**

**Code House**

**Department of Further Education, Employment, Science and Technology**

**MARSH Insurance Brokers**

## Associate Members



**Marcellin Technical College**

mtc.sa.edu.au  
Cnr of Mander and Beach Roads  
Christie Downs SA 5164  
08 8186 9700



**Montebello Strategies**

montebellostrategies.com  
PO Box 115  
Holden Hill SA 5088  
T 08 8369 0690



**St Patricks Technical College**

stpatstech.sa.edu.au  
2-6 Hooke Road,  
Edinburgh North SA 5113  
T 1300 765 384

# GTA(SA) Members



**AFL Sports Ready**  
aflsportsready.com.au  
Tennis SA Complex  
War Memorial Drive  
NORTH ADELAIDE SA 5000  
T 08 8210 1300



**MEGT Recruitment & Management Services**  
megt.com.au  
255 Port Road  
Hindmarsh SA 5007  
T 08 8424 3200



**ATEC Group Training**  
atec.asn.au  
275 Grand Junction Road  
Ottoway SA 5013  
T 1300 112 832



**Motor Trade Association Group Training Scheme (MTAGTS)**  
mta-sa.asn.au  
3 Frederick Road  
Royal Park SA 5014  
T 08 8241 0522



**Australian Industry Group Training Services (AIGTS)**  
aigts.com.au  
Level 1, 45 Greenhill Road  
Wayville SA 5034  
T 1300 761 944



**Murraylands Training and Employment (MTE)**  
mteasa.com.au  
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Murray Bridge SA 5253  
T 08 8531 1733



**Career Employment Group (CEG)**  
ceg.net.au  
80 Cartledge Avenue  
Whyalla Norrie SA 5608  
T 08 8645 6800



**PEER VEET**  
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1042 Port Road  
Albert Park SA 5014  
T 08 8348 1200



**Group Training Employment (GTE)**  
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173 Commercial Street West  
Mount Gambier SA 5290  
T 08 8721 2345



**SMGT**  
2A Wilson St  
Berri SA 5343  
T 1800 025 097



**Hospitality Group Training (HGT)**  
hgt.sa.edu.au  
Ground Floor  
99 Frome Street  
Adelaide SA 5000  
T 08 8100 1900



**Statewide Group Training - Torrensville**  
statewideapprenticeships.com.au  
144 South Road  
Torrensville SA 5031  
T 1800 808 004



**Master Builders Group Training Scheme**  
mbasa.com.au  
50 South Terrace  
Adelaide SA 5000  
T 08 8461 8242



**Timber & Building Materials Association (TABMA)**  
tabma.com.au  
93 Morphett Road  
Camden Park SA 5033  
T 1800 822 621



**Maxima Group Training**  
maxima.com.au  
85 Grange Road  
Welland SA 5007  
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**Trainee & Apprentice Placement Service Inc (TAPS)**  
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235 Glen Osmond Road  
Frewville SA 5063  
T 08 8433 1200



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“Not many people can say they get paid to have fun, but as I tell my friends and family, it’s not a job, it’s a hobby. I’m just lucky to be getting paid for it.” – Jessica

## **GTA(SA)**

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