



**ACT**  
Government

Chief Minister, Treasury and  
Economic Development

## Freedom of Information Publication Coversheet

The following information is provided pursuant to section 28 of the *Freedom of Information Act 2016*.

FOI Reference: CMTEDDFOI 2018-0344

Information to be published	Status
1. Access application	Published
2. Decision notice	Published
3. Documents and schedule	Published
4. Additional information identified	No
5. Fees	Waived
6. Processing time (in working days)	20
7. Decision made by Ombudsman	N/A
8. Additional information identified by Ombudsman	N/A
9. Decision made by ACAT	N/A
10. Additional information identified by ACAT	N/A

**From:** [REDACTED]  
**To:** [CMTEDD FOI](#)  
**Cc:** [REDACTED]  
**Subject:** FOI Request - Final briefing packs Annual Reports - Fitzharris  
**Date:** Wednesday, 5 December 2018 12:50:44 PM

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Good afternoon

I write to request under the *Freedom of Information Act 2016* final briefing packs prepared for Ms Meegan Fitzharris MLA for the 2017-18 Annual Reports hearings in her capacity as:

- Minister for Health and Wellbeing;
- Minister for Higher Education; and
- Minister for Vocational Education and Skills.

Should you require any further information or clarification about my request, please contact [REDACTED]

Kind regards,

[REDACTED]



**ACT**  
Government

Chief Minister, Treasury and  
Economic Development

Our ref: CMTEDDFOI 2018-0344

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

via email: [REDACTED]

Dear [REDACTED]

### **FREEDOM OF INFORMATION REQUEST**

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), received by the Chief Minister, Treasury and Economic Development Directorate (CMTEDD) on 5 December 2018.

Specifically, you are seeking:

- Final briefing packs prepared for Ms Meegan Fitzharris MLA for the 2017-18 Annual Reports hearings in her capacity as:
  - I. Minister for Health and Wellbeing;
  - II. Minister for Higher Education; and
  - III. Minister for Vocational Education and Skills

### **Authority**

I am an Information Officer appointed by the Director-General of CMTEDD under section 18 of the Act to deal with access applications made under Part 5 of the Act.

### **Timeframes**

In accordance of section 40 of the Act, CMTEDD is required to provide a decision on your access application by 7 January 2019.

On 6 December 2018 you agreed to a 10-working day extension bringing the due date to 21 January 2019.

### **Decision on access**

Searches were completed for relevant documents and 1 document was identified that falls within the scope of your request.

I have decided to grant partial access to the document. The information redacted in the document is, I consider, information that would, on balance, be contrary to the public interest to disclose under the test set out in section 17 of the Act.

I have included as Attachment A to this decision the schedule of relevant documents. This provides a description of each document that falls within the scope of your request and the access decision for each of those documents.

My access decisions are detailed further in the following statement of reasons and the documents released to you are provided as Attachment B to this letter.

In accordance with section 54(2) of the Act a statement of reasons outlining my decision is below.

### **Statement of Reasons**

In reaching my access decision, I have taken the following into account:

In reaching my access decision, I have taken the following into account:

- the Act;
- the content of the document that falls within the scope of your request;
- the *Human Rights Act 2004*.

### **Exemption claimed**

My reason for deciding to not grant full access to the identified document is as follows:

#### Public Interest

The Act has a presumption in favour of disclosure. As a decision maker I am required to decide where, on balance, public interests lies. As part of this process I must consider factors favouring disclosure and non-disclosure.

In *Hogan v Hinch* (2011) 243 CLR 506, [31] French CJ stated that when ‘used in a statute, the term [public interest] derives its content from “the subject matter and the scope and purpose” of the enactment in which it appears’. Section 17(1) of the Act sets out the test, to be applied to determine whether disclosure of information would be contrary to the public interest. These factors are found in subsection 17(2) and Schedule 2 of the Act.

Taking into consideration the information contained in the documents found to be within the scope of your request, I have identified that the following public interest factors are relevant to determine if release of the information contained within these documents is within the ‘public interest’.

#### Factors favouring disclosure (Schedule 2.1)

- Sch 2.1(a)(i) - Promote open discussion of public affairs and enhance the government’s accountability

#### Factors favouring non-disclosure (Schedule 2.2)

- Sch 2.2(a)(ii) - Prejudice the protection of an individual’s right to privacy or other right under the *Human Rights Act 2004*.

Having considered the factors identified as relevant in this matter, I consider that release of information contained in this document may promote open discussion of public affairs and enhance the government’s accountability by allowing you to have a complete record

of the interactions between the Annual Reports Hearing Committee and the ACT Government and the steps taken to report on the portfolio responsibilities of Minister Fitzharris.

However, when considering this finding against the factor favouring non-disclosure, I am satisfied that the protection of an individual's right to privacy, especially in the course of assisting in a line of enquiry with a government agency, is a significant factor as the parties involved have provided their personal information for the purposes of meeting obligations under relevant legislation which, in my opinion, outweighs the benefit which may be derived from releasing the personal information of the individual's involved in this matter. These individuals are entitled to expect that the personal information they have supplied as part of this process will be dealt with in a manner that protects their privacy. Considering the type of information to be withheld from release, I am satisfied that the factors in favour of release can still be met while protecting the personal information of the individuals involved.

I therefore weight the factor for non-disclosure more highly than the factor in favour of release in this instance. As a result, I have decided that release of this information (contacts names) could prejudice their right to privacy under the *Human Rights Act 2004*.

Having applied the test outlined in section 17 of the Act and deciding that release of personal information contained in the documents is not in the public interest to release, I have chosen to redact this specific information in accordance with section 50(2). Noting the pro-disclosure intent of the Act, I am satisfied that redacting only the information that I believe is not in the public interest to release will ensure the intent of the Act is met and will provide you with access to the majority of the information held by CMTEDD within the scope of your request.

Folios 54 and 55 of the identified documents are entirely composed of, or contain information that I consider, on balance, to be contrary to the public interest to disclose under the test set out in section 17 of the Act.

### **Charges**

Pursuant to *Freedom of Information (Fees) Determination 2017 (No 2)* processing charges are applicable for this request because the total number of pages to be released to you exceeds the charging threshold of 50 pages. However, the charges have been waived in accordance with section 107(2)(b) of the Act.

### **Online publishing – Disclosure Log**

Under section 28 of the Act, CMTEDD maintains an online record of access applications called a disclosure log. Your original access application, my decision and documents released to you in response to your access application will be published in the CMTEDD disclosure log after 10 January 2019. Your personal contact details will not be published.

You may view CMTEDD disclosure log at:

<https://www.cmtedd.act.gov.au/functions/foi/disclosure-log>.

### **Ombudsman Review**

My decision on your access request is a reviewable decision as identified in Schedule 3 of the Act. You have the right to seek Ombudsman review of this outcome under section 73 of the Act within 20 working days from the day that my decision is published in CMTEDD disclosure log, or a longer period allowed by the Ombudsman.

If you wish to request a review of my decision you may write to the Ombudsman at:

The ACT Ombudsman  
GPO Box 442  
CANBERRA ACT 2601  
Via email: [actfoi@ombudsman.gov.au](mailto:actfoi@ombudsman.gov.au)

### **ACT Civil and Administrative Tribunal (ACAT) Review**

Under section 84 of the Act, if a decision is made under section 82(1) on an Ombudsman review, you may apply to the ACAT for review of the Ombudsman decision. Further information may be obtained from the ACAT at:

ACT Civil and Administrative Tribunal  
Level 4, 1 Moore St  
GPO Box 370  
Canberra City ACT 2601  
Telephone: (02) 6207 1740  
<http://www.acat.act.gov.au/>

Should you have any queries in relation to your request please contact me by telephone on 6207 7754 or email [CMTEDDFOI@act.gov.au](mailto:CMTEDDFOI@act.gov.au).

Yours sincerely,



Sarah McBurney  
Information Officer  
Information Access Team  
Chief Minister, Treasury and Economic Development Directorate

7 January 2019



**ACT**  
Government

Chief Minister, Treasury and  
Economic Development

## FREEDOM OF INFORMATION REQUEST SCHEDULE

NAME	WHAT ARE THE PARAMETERS OF THE REQUEST	Reference NO.
	Final briefing packs prepared for Ms Meegan Fitzharris MLA for the 2017-18 Annual Reports hearings in her capacity as: Minister for Health and Wellbeing; Minister for Higher Education; and Minister for Vocational Education and Skills	2018-0344

Ref No	Page number	Description	Date	Status	Reason for Exemption	Online Release Status
1	1-77	Annual Report briefing pack	24-Oct-2018	Partial release	Sch 2 s2.2 (a)(ii)	Yes
<b>Total No of Docs</b>						
1						

**2017-18 ANNUAL REPORT HEARING**  
**STANDING COMMITTEE ON EDUCATION, EMPLOYMENT AND YOUTH**  
**AFFAIRS**

**MINISTER FOR HIGHER EDUCATION**  
**MINISTER FOR VOCATIONAL EDUCATION and SKILLS**

*Tuesday 6 November 2018*

**3:45pm – 5:00pm**

Mr Michael Petterson MLA, Chair

Mrs Elizabeth Kikkert MLA, Deputy Chair

Mr Andrew Wall MLA

<u>No</u>	Title	Executive/Officer responding at Hearing
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Higher Education, Training and Research

**Output 3.6**

<i>Hot Issue</i>	Skills Canberra Financial Rollover	David Miller Ext 74791
<i>Hot Issue</i>	Board Appointments	David Miller / Geoff Keogh Ext 74791 / 78841
<i>Hot Issue</i>	Healthy and Active Living	Helen Stokes Ext 50958
1.	Study Canberra	Geoff Keogh Ext 78841
2.	ACT Vice Chancellors' Forum	Geoff Keogh Ext 78841
3.	Key Sector Capability Areas	Geoff Keogh Ext 78841
4.	ACT Vocational Education and Training (VET) System	David Miller Ext 74791
5.	ACT Quality Framework	David Miller Ext 74791
6.	National Partnership Agreement on Skills Reform / Skilling Australians Fund	David Miller Ext 74791



<b><u>No</u></b>	<b>Title</b>	<b>Executive/Officer responding at Hearing</b>
7.	Support for Women in Trades (election commitment)	David Miller Ext 74791
8.	Upskilling and Reskilling Mature-Age People: Trainees and Apprentices (election commitment)	David Miller Ext 74791
9.	Safety of Students in Construction Training	David Miller Ext 74791
10.	Statement of Performance (Output 3.6 2017-18)	David Miller / Geoff Keogh Ext 74791 / 78841
11.	UNSW Proposed City Campus	Jenny Priest Ext: 72070
12.	Academy of Interactive Entertainment	Jenny Priest Ext: 72070
13.	Skilled Migration Program	David Miller Ext 74791
14.	CIT Governing Board and Governance Review	David Miller Ext 74791
15.	Skills Canberra Staffing Profile	David Miller Ext 74791

Canberra Institute of Technology

**Output: CIT**

16.	Campus Renewal Update (including CIT Woden)	Paul Ryan X74955
17.	Skilled Capital	Paul Ryan X74955
18.	Support for Australian Apprentices	Paul Ryan X74955
19.	Cyber Security Courses	Paul Ryan X74955
20.	Renewables Course	Paula McKenry X73106
21.	Heart Health Program	Paula McKenry X73106
22.	Student Numbers – Aboriginal and Torres Strait Islander Students	Paula McKenry X73106
23.	Survey Results – Learner Engagement, Employer Satisfaction and Student	Paula McKenry X73106

	Outcomes	
24.	Update to the Training and Assessment Requirement for Teaching Staff	Paula McKenry X73106
25.	Strategic Compass Projects	Leanne Cover X73107
26.	Accountability Indicators	Andrew Whale X78960
27.	CIT Staff Numbers	Andrew Whale X78960
28.	Course Enrolments	Andrew Whale X78960
29.	CIT Financial Performance	Andrew Whale X78960

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Vol: 2 Page No: 185-189

Vol: 3 Page No: 108

**Portfolio/s:** Higher Education  
Trade, Industry and Investment

**ISSUE:       STUDY CANBERRA**

## Talking points:

- The Government committed \$3 million over four years from 1 July 2017 for Study Canberra and its core role in implementing *Canberra: Australia's Education Capital* – the ACT international education strategy.
- Study Canberra works in partnership with universities, CIT and the Education Directorate to support the growth and development of the tertiary education sector.
- Its two core functions are to promote Canberra as Australia's study destination of choice for international, interstate and local students, and to help drive continuous improvement in Canberra's student experience.
- A range of initiatives and activities have also been developed in international engagement, partnerships and collaboration, and supporting reforms - overseen by the Vice-Chancellors' Forum.

## Key Information

- Education is Canberra's largest export (\$879 million in 2017). International enrolments have grown over 36 per cent from 2014 to number around 17,000 in 2017 (around 11 per cent growth per annum).
- In 2014 the economic contribution of the higher education and research sector to the ACT was over \$2.7 billion and 16,000 jobs (Deloitte, 2015).
- Deloitte's estimates for 2017 are considerably larger at over \$3.3 billion value added and over 20,000 FTE jobs, marking more than 20 per cent in growth over three years.
- The ACT International Education Strategy seeks to build on our reputation for quality, world class research, innovation, employment outcomes, liveability and a great student experience to further increase the sector's economic contribution.

Cleared as complete and accurate: 24/10/2018  
Cleared by: Director Ext:78841  
Information Officer name: Geoff Keogh  
Contact Officer name: Oliver Harrap Ext:53147  
Lead Directorate: Chief Minister, Treasury and  
Economic Development

- Initiatives developed to date include web and social channels, scholarships, welcome activities, guides, public events, a student ambassadors program, tertiary open day information stands, supporting overseas visits and market research.
- Initiatives planned for the remainder of 2018-19 include social media campaign collaboration, video content, employability support, hosting visiting agents and influencers, accommodation planning/support, a welcome event for new students, a safety awareness campaign and updated marketing collateral and research.

## Background Information

### Student Ambassadors (a HETR accountability indicator Output 3.6 - a)

- The 2018 Study Canberra Student Ambassador program employed 18 students from 12 countries, from diverse backgrounds, fields of study, and all major institutions in the ACT.
- The Student Ambassadors tell their Canberra story and promote the many great aspects of living and studying in the ACT, and assist newly arrived students with information, referrals and advice at events such as O-Weeks, a welcome desk at Canberra Airport, Tertiary Open Day, and Canberra Careers Xpo.
- The students are employed on Administrative Service Officer Class 2 contracts – currently (2017) \$27.23 per hour plus 25 per cent casual loading.
- The cost of the Student Ambassador program is around \$20,000 per year in wages.
- This initiative has been a success story with support from institutions, the wider community and students, and has featured in *The Canberra Times*.
- Recruitment for the 2019 cohort closed on Wednesday 17 October 2018.

### Scholarships Programs (referenced in Vol 3 p109)

- Study Canberra has developed joint scholarships programs with ANU and UC.
- Scholarship programs for 2018 are being run with ANU (for students from India and Indonesia), and University of Canberra (UC) for international ICT students.
- The scholarships provide \$10,000 for up to 10 students per year, to assist with living costs.
- The cost to Study Canberra for each program is \$50,000 per financial year.
- Institutions provide matching funding, so the total pool in each case is \$100,000.
- Discussions are underway with institutions on continuing these programs in 2019.
- A scholarships program for international students undertaking higher degree research has been run with UNSW Canberra in previous years.

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Cleared by: Director Ext:78841  
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Economic Development

## Other projects

- A high profile Chief/Minister's Student Welcome event, held annually in March.
- Conducting research on perceptions, drivers, study experience, and alumni outcomes.
- A presence at events such as Orientation Weeks, Careers Xpo and Tertiary Open Day.
- A welcome desk at Canberra Airport for new students at the start of Semesters.
- A web site and presence on social media channels (Facebook, Instagram).
- Marketing collateral such as the 'Top 8 Reasons to Study in Canberra' in 15 languages, and the annual publication *Insider Guide to Canberra*.
- A fee waiver in Government Schools for the dependents of international research students.
- Engagement at national events such as the Council for International Students Australia conference, and the Australian International Education Conference.
- Collaboration with Brand Canberra, Visit Canberra and supporting inbound/outbound missions, the Vice Chancellors' Forum and Commonwealth-State Territories collaboration.
- Promoting and celebrating success in local media, and a quarterly stakeholder newsletter.

Cleared as complete and accurate: 24/10/2018  
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Information Officer name: Geoff Keogh  
Contact Officer name: Oliver Harrap Ext:53147  
Lead Directorate: Chief Minister, Treasury and  
Economic Development

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Vol: 2 Page No: 185-189

**Portfolio/s:** Higher Education  
Trade, Industry and Investment

**ISSUE: VICE CHANCELLORS' FORUM**

**Talking points:**

- The Vice Chancellors' Forum is the key strategic advisory and coordination body between the ACT Government and the major tertiary education sector institutions.
- It works to support the growth and diversification of Canberra's economy and to build Canberra's reputation as a centre for high quality education, research, innovation and in other areas.
- It also plays an important role in overseeing implementation of the ACT International Education Strategy *Canberra, Australia's Education Capital*, and the annual work plan of the Study Canberra program.
- It is co-chaired by the Chief Minister and Minister for Higher Education. Membership is drawn from Canberra's major tertiary education institutions (ANU, University of Canberra, UNSW Canberra, CIT, Australian Catholic University and Charles Sturt University), and is also attended by the ACT Education Directorate.
- The Vice Chancellors' Forum aims to meet twice annually. It last met in May 2018, and prior to that in December 2017.
- A Working Group of the Forum, comprising senior officials of each of the member organisations, also meets to support the work of the Forum.

**Key Information**

- There are no direct costs associated with the Vice Chancellors' Forum or Working Group – secretariat support is provided by the Economic Development Division of the Chief Minister, Treasury and Economic Development Directorate.

Cleared as complete and accurate:	24/10/2018	
Cleared by:	Director	Ext:78841
Information Officer name:	Geoff Keogh	
Contact Officer name:	Oliver Harrap	Ext:53147
Lead Directorate:	Chief Minister, Treasury and Economic Development	

## Background Information

- At its meeting on 29 May 2018 issues discussed included:
  - measuring the economic contribution of tertiary education to the ACT;
  - scenario and risk planning approaches;
  - a coordinated approach to supporting and promoting student safety;
  - major national policy issues impacting on the sector and local effects;
  - the creation of a Tertiary Education, Training and Research function in the ACT Economic Development Division;
  - agreement to updated Terms of Reference;
  - the Study Canberra 2018-19 Work Plan; and,
  - shared international activities to support student recruitment.
- The Vice Chancellors' Forum will next meet on 22 November 2018.

Cleared as complete and accurate:	24/10/2018	
Cleared by:	Director	Ext:78841
Information Officer name:	Geoff Keogh	
Contact Officer name:	Oliver Harrap	Ext:53147
Lead Directorate:	Chief Minister, Treasury and Economic Development	

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**Portfolio/s:** Higher Education  
Trade, Industry and Investment

**ISSUE: KEY CAPABILITY AREA PROGRAM**

**Talking points:**

- The Key Capability Area program provided funding of \$750,000 for opportunities to diversify Canberra's economy in the following key sectors:
  - Cyber Security;
  - Renewable Energy;
  - Space and Spatial Information;
  - Plant and Agricultural Sciences;
  - Healthy and Active Living (Preventive Health); and
  - Further Education Partnerships.
- The KCA program is part of a broader sector development effort led by the ACT Government.
- In 2017-18 there were two recipients of Key Capability Area funding:
  - ANU - *Enabling Industry Access to the Australian National Space Test Facilities*. Funding of \$250,000 was provided for a project to enable greater industry access to the National Space Test Facilities at Mt Stromlo. This facility comprises state of the art infrastructure to serve national needs and currently operates as a pay per use facility.
  - ANU & CSIRO – *Centre for Entrepreneurial Agri-technology*. Funding of \$500,000 was awarded as co-funding towards the establishment of the \$1.2 million Centre. The Centre will be a one-stop shop for agri-tech providing: entrepreneurs and farmers with access to the latest discoveries; academics with potential to translate their research; and students with opportunities for

Cleared as complete and accurate:	11/10/2018	
Cleared by:	Executive Director	Ext: 72004
Information Officer Name:	Sean Kelly	Ext: 58602
Lead Directorate:	Chief Minister, Treasury and Economic Development	



industry placements.

## Key Information

The KCA Program is part of a broader range of ACT Government led activities to develop key sectors. Highlights from this work program in 2017-18 include:

### Space and Spatial Technologies

- During 2017-18 the ACT Government worked to bring a national focus to the space economy debate, including formal representations to the COAG Industry and Skills Council, direct advocacy to the Prime Minister and portfolio Ministers, and the development of a state-based MOU to advocate for a national approach to sector development.
- In May 2018 the ACT Government, in partnership with Geoscience Australia, hosted a post-Federal Budget briefing for 80 local space sector representatives from businesses, industry associations and the higher education and research sectors. The event provided a timely opportunity for the Canberra Region space industry to learn more about the business opportunities arising from the \$300 million space sector initiatives announced in the 2018-19 Federal Budget, including the Australian Space Agency, Digital Earth Australia, National Positioning Infrastructure Capability, and Satellite Based Augmentation System initiatives.
- The International Astronautical Congress, held in Adelaide in September 2017, was an ideal forum to showcase Canberra's space industry capabilities. The ACT Government coordinated a 'Team Canberra' stand at the international conference, raising the region's profile and promoting investment opportunities.
- Building on the Australian Government's Expert Review Group Inquiry into the space industry, the ACT Government convened a National Conversation at Mount Stromlo on 28 November 2017. The event brought together more than 90 key stakeholders to discuss collaboration opportunities and a shared vision for the sector.
- During the year the Australian Government announced the establishment of the Australian Space Agency, temporarily based in Canberra pending the final decision on a permanent home for the Agency later in 2018. Following this announcement, the ACT Government together with key local space sector stakeholders (ANU, UNSW Canberra, the ACT Defence Industry Advocate and the ACT Defence Industry Advisory Board) developed and launched the Canberra Space Prospectus, *Canberra: the national home for the Australian Space Agency*. The space prospectus is a part of a broader strategy to keep the Australian Space Agency in Canberra, highlighting Canberra's credentials and the advantages to the whole nation if the agency was based in the national capital.

Cleared as complete and accurate:	11/10/2018	
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Lead Directorate:	Chief Minister, Treasury and Economic Development	

## Cyber Security

- Working with the Canberra Node of AustCyber (the Australian Cyber Security Growth Network) the ACT Government delivered a 'Team Canberra' stand at the Australian Cyber Security Centre's 2018 conference held in Canberra.
- Featuring key sector exhibitors, conference stakeholders commented that the stand was highly successful and showcased the collaboration opportunities in the Canberra sector.
- In April 2018 the ACT was represented at the RSA Conference, the world's leading cyber security conference and exhibition in San Francisco. Participation in this international conference is part of the broader efforts to raise the profile of Canberra's cyber security industry at the international level and engage with lead cyber security and technology firms and multinational companies to advocate for investment in Canberra.

## Preventive Health

- From 2017-18, the ACT Government committed \$4 million for four years to develop a comprehensive approach to support healthy and active living and prioritise prevention.
- This builds on work to date through the health sector to address the major risk factors for chronic disease and focus on supporting all Canberrans to make healthy and active living their way of life.
- The new approach targets research and innovation with \$150,000 allocated to the University of Canberra to develop a concept for a centre of excellence in preventive health.
- Work has begun with the CBR Innovation Network to develop projects that promote innovation and build a strong industry around healthy and active living in Canberra.

## **Background Information**

### **Australian Government Defence White Paper**

- The Australian Government's Defence White Paper commits to increase Defence expenditure to 2 per cent of GDP over the next ten years –from \$32.4 billion in 2016-17 to \$58.7 billion in 2025-26.
- This includes \$195 billion in capital expenditure over the period of which approximately \$17 billion is earmarked for intelligence, surveillance and reconnaissance, space, electronic warfare and cyber security - areas in which Canberra has significant advantages.

### **Australia's Space Agency**

- In the 2018-19 Federal Budget the Australian Government announced it will provide \$41 million over the next four years towards the establishment of an Australian Space Agency.

Cleared as complete and accurate: 11/10/2018  
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Information Officer Name: Sean Kelly Ext: 58602  
Lead Directorate: Chief Minister, Treasury and Economic Development

- That announcement also identified Dr Megan Clark AC, former CSIRO Chief Executive, as the interim Head of the Australian Space Agency, and Canberra as the interim location for the Agency, housed within the Commonwealth Department of Industry, Innovation and Science while waiting for a final decision on the permanent home for the Australian Space Agency later in 2018.

## **Healthy and Active Living and Preventive Health**

- Chronic disease is responsible for over two-thirds of the disease burden in Australia and the ACT, impacting heavily on health system usage and cost. Many chronic diseases arise from known risk factors (smoking, risky alcohol consumption, high body mass, physical inactivity and high blood pressure). An estimated 31 per cent of total burden of disease is preventable.
- On 6 November 2017 at the Preventive Health Launch the Government announced the CBR Innovation Network collaborative innovation session and funding to the University of Canberra for the living lab.
- The status of initiatives under the Healthy Weight Initiative will be considered as development of the Healthy and Active Living strategy progresses. Important programs such as It's Your Move, Fresh Tastes and Ride and Walk to School that promote healthy eating and physical activity for our school children as well as Healthier Choices (aimed at improving availability of healthy food in retail settings) are continuing to be delivered.

Cleared as complete and accurate:	11/10/2018	
Cleared by:	Executive Director	Ext: 72004
Information Officer Name:	Sean Kelly	Ext: 58602
Lead Directorate:	Chief Minister, Treasury and Economic Development	

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**Portfolio/s:** Vocational Education and Skills

**ISSUE: ACT VOCATIONAL EDUCATION AND TRAINING (VET) SYSTEM**

**Talking points:**

- The total vocational education and training (VET) government payment for outputs in the ACT in 2017-18 was approximately \$116.4 million. This included:
  - ACT Government funding of approximately \$72.3 million; and
  - Australian Government funding of approximately \$44.1 million (received through various intergovernmental agreements).
- Of the total ACT VET Budget of \$116.4 million in 2017-18:
  - Approximately \$21.7 million was available through the two contestable initiatives administered by Skills Canberra (approximately 19 per cent of the total ACT VET Budget), including:
    - \$16.1 million through the Australian Apprenticeships initiative (User Choice); and
    - \$5.6 million through the Skilled Capital initiative.
  - CIT received approximately \$71 million through a direct budget allocation from ACT Treasury and also accessed significant funding through the contestable initiatives.
- In 2017-18, CIT was allocated approximately 85 per cent of the total ACT VET Budget (allocated for training purposes), including both contestable and non-contestable funding.

Cleared as complete and accurate:	22/10/2018	
Cleared by:	Director	Ext:74791
Information Officer name:	David Miller	
Contact Officer name:	Aimee Stefanovic	Ext: 54040
Lead Directorate:	Chief Minister, Treasury and Economic Development	

## Key Information

- Not including CIT profile funded students, the ACT Government is supporting almost 7,000 students through programs administered by Skills Canberra, which include apprentices and trainees across 100 training providers in the ACT. This includes places for 714 Aboriginal and Torres Strait Islander students and 1,910 students with a disability.
- The Canberra Institute of Technology currently offers 362 courses for 19,932 students. This includes 3,422 apprenticeships and trainee places and vocational places for 1,500 international students.
- The ACT also has a substantial fee-for-service training market, with private providers delivering training to approximately 47,000 students in the 2016 calendar year, with a total of 71,079 students receiving training delivered in the ACT in 2016.
- 2,937 Aboriginal and Torres Strait Islander students participated in VET programs in the 2016 calendar year compared to 2,329 in the 2015 calendar year.

## Background Information

- The ACT community has three main avenues to access government subsidised training:
  - the Australian Apprenticeships Program (contestable);
  - Skilled Capital (contestable); and
  - CIT profile delivery, funded directly by ACT Treasury (non-contestable).
- The 2017-18 Skills Canberra Budget comprises the funds from the Commonwealth through the *National Agreement for Skills and Workforce Development* (SPP that is 'ongoing') and the *National Partnership Agreement on Skills Reform* (non-recurrent and ceased in 2016-17), and targeted funding for the Women in Trades, Mature Workers and Adult Community Education grants programs from the ACT Government.

Cleared as complete and accurate: 22/10/2018  
Cleared by: Director Ext:74791  
Information Officer name: David Miller  
Contact Officer name: Aimee Stefanovic Ext: 54040  
Lead Directorate: Chief Minister, Treasury and Economic Development

**ISSUE: ACT QUALITY FRAMEWORK**

**Talking points:**

- The ACT has a strong quality framework in place that promotes excellence, transparency and quality in the vocational education and training (VET) sector.
- A number of reforms have been undertaken at the national level to address reputational damage to the VET sector. This damage has occurred as a result of poor practices and, in some cases, deliberate actions by a small number of unscrupulous providers exploiting the VET Fee-Help program. The ACT has been largely unaffected by these poor quality issues.
- Only registered training organisations (RTOs) that can demonstrate high quality training provision in accordance with the ACT Government's quality and performance criteria are approved to deliver government subsidised training in the ACT.

**Key Information**

- National reform activities focus on changes to the policy settings to better enable Training Products to respond to changing workforce needs; changes to the underpinning regulation of the sector to strengthen the Regulator's ability to regulate against poor practice; improved access to consumer information; and further focus on training and assessment practices.
- Released in 2015, the ACT Quality Framework provides strengthened information and guidance to RTOs operating in the ACT. The Framework comprises the contractual and compliance arrangements established to support quality training delivery in the ACT, and the Statement of Expectations of Behaviour for RTOs.
- The ACT Funding Agreement (ACTFA) version 2.1 came into effect on 1 July 2017. A final extension to the contract was implemented on 1 July 2018 with an expiry of 30 June 2019. Discussions around a new agreement have commenced.
- Applications for an ACTFA are accepted on a rolling basis. The application process involves a two-tiered assessment, with organisations required to meet three mandatory eligibility criteria prior to progressing to a more comprehensive assessment.

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- Applications that meet the mandatory criteria are grouped, assessed and scored against a suite of 43 quality and performance indicators, which are aligned to strategic risk areas.
- Once approved for an ACTFA, RTOs are eligible to access the ACT's two contestable funded training initiatives, the Australian Apprenticeships Program and Skilled Capital. As at 30 June 2018, 106 RTOs held an ACTFA version 2.1.
- In the financial year 2017-18, the ACT Government provided \$20 million in funding to over 90 RTOs through Australian Apprenticeships and Skilled Capital.
- Audits are a key methodology in monitoring and managing RTO compliance with the ACTFA, the ACT Standards for Delivery of Training and ACT Standards Compliance Guides.

## Background Information

- The ACT Quality Framework is the principal source of information on contractual and compliance arrangements for RTOs delivering government-subsidised training in the ACT.
- The ACTFA is the contractual arrangement between the ACT Government and approved RTOs for the delivery of government-subsidised training in the ACT. The ACTFA sets out the terms and conditions under which the ACT Government may make available funds to RTOs for the delivery of training and assessment for a range of training initiatives.
- Not all RTOs with an ACTFA are actively delivering training and the majority of funded training in the ACT is delivered by approximately 10% of RTOs, with the largest portion through the Canberra Institute of Technology.
- The number of RTOs with an ACTFA fluctuates depending on a variety of factors, including any actions taken by the national VET regulator, the Australian Skills Quality Authority, which may impact an RTO's registration.
- The Directorate uses a range of audit methods to assess RTO compliance against the relevant components of the ACT Quality Framework. A summary of the audit activities undertaken in 2017-18 is provided in [Table 1](#).

**Table 1:** Audit activities undertaken by the Directorate in 2017-18

Audit method	Number of audits undertaken in 2017-18
Internal Review Tool*	10
On-site audit	6
Desktop audit	1

*\*All RTOs are required to complete an Internal Review Tool annually, a sample are selected for review.*

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**ISSUE: NATIONAL PARTNERSHIP ON THE SKILLING AUSTRALIANS FUND**

**Talking points:**

- The Chief Minister signed the *National Partnership on the Skilling Australians Fund (SAF NP)* on 7 June 2018. As a result, the ACT has received a sign-on bonus of \$1.9 million.
- The SAF NP aims to train Australians for future skills needs, focussing on supporting apprenticeships and traineeships.
- Following the delay in the commencement of the SAF NP, the ACT Government was also successful in securing funding of \$4.2 million from the Commonwealth for activities to support apprentices and trainee commencements undertaken in the ACT in 2017-18.
- This is the ACT's maximum entitlement from the Fund for that period and demonstrates the ACT's success in achieving growth in apprenticeship commencements in recent years against continuing national decline.
- The ACT Government continues to negotiate with the Australian Government on schedules to the SAF NP including projects to support apprenticeships and traineeships in the ACT.

**Key Information**

- ACT schedules to the NP SAF are currently being negotiated with the Commonwealth and will set ACT budget benchmarks, the activity baseline (against which targets will be measured), and agreed projects for 2018-19, including the ACT's co-contribution of funding.
- Proposed projects must demonstrate a contribution to growing the number of apprenticeship and traineeship commencements.
- The SAF NP announced in the 2017-18 Federal Budget supersedes the *National Partnership Agreement on Skills Reform* that expired on 30 June 2017.
- The Fund is intended to provide an estimated \$1.2 billion nationally over the next four years of the NP (2018-19 – 2021-22), in addition to the \$300 million that was made available nationally for activities undertaken in 2017-18.

Cleared as complete and accurate: 22/10/2018  
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- On 9 May 2018, the *Migration Amendment (Skilling Australians Fund) Bill 2018* and the *Migration (Skilling Australians Fund) Charges Bill 2017* were passed by both houses of Parliament, and given assent on 22 May 2018. The amended *Migration Act 1958* and the new *Migration (Skilling Australians fund) Charge Act 2018* established the SAF levy. It is the revenue from this levy which, combined with an additional \$50 million per year guaranteed by the Australian Government, will provide the national contribution to state and territory projects under the SAF NP.
- The projects undertaken in 2017-18 which attracted the \$4.2million used existing resources. Project proposals being developed for progress under the SAF NP will utilise the \$4.2million attracted as well as relevant existing resources for matched funding purposes for 2018-19 projects.
- The SAF seeks to ensure businesses that benefit from employing skilled migrants are also equipping Australians with the skills they need. Employers sponsoring migrants under the new temporary skill shortage visa, and certain permanent skilled visas, are required to contribute to the SAF via payment of the levy.

## Background Information

- Key industry stakeholders have welcomed the support for apprenticeships and traineeships to be provided through SAF, but have raised concerns about the impost of the new levy on businesses employing skilled workers and the inappropriate nature of a funding arrangement tying funding for VET with revenue achieved through the levy.
- Skills Canberra is collaborating with industry and across Government, including with the Education Directorate and the Canberra Institute of Technology to develop SAF projects, ranging from pre-apprenticeships programs in ACT secondary schools (Industry Pathways course), through to initiatives targeting specific industries such as cyber security and allied health.
- Anecdotally, the introduction of the levy is discouraging some employers from sponsoring migrants through the relevant visa categories, and potentially increasing demand on the Skilled Nominated (subclass 190) visa, which is already in high demand.

Cleared as complete and accurate:	22/10/2018	
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**Portfolio/s:** Vocational Education and Skills

**ISSUE: ELECTION COMMITMENT - SUPPORT FOR WOMEN IN TRADES**

**Talking points:**

- Last year the ACT Government allocated \$1 million to boost the number of females in trades and to upskill mature workers, fulfilling an election commitment.
- On 29 March 2018, I was pleased to announce the *2018 Women in Trades Grants Program* (Grants Program) which made \$500,000 available for women in trades projects over the next three years.
- Three successful applicants received a total of \$204,285 through a competitive process:
  - National Electrical and Communications Association (NECA) Training;
  - Australian Training Company; and
  - The Master Builders Association of the ACT.
- These projects commenced in July 2018 and present approaches and activities that aim to contribute clear and direct new employment outcomes for women in trades in the ACT.
- A second round of the Women in Trades Grants Program will be announced in the coming weeks with greater emphasis on outreach and engagement activities and will aim to further improve representation of women in traditionally male dominated trades.
- There is potential to increase the amount of funding available in the second round by leveraging the Skilling Australians Fund.

Cleared as complete and accurate:	22/10/2018	
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## Key Information

- Updates on the three projects currently being funded are as follows:

*National Electrical and Communications Association (NECA) Training (\$68,900)*

To date, the marketing and recruitment for the first of two cohorts has been completed, with the first cohort undertaking training from 2 to 12 October 2018, in line with the October school holidays.

The training program includes classroom training, site visits and practical exercises. Participants in these cohorts will undergo Asbestos Awareness, White Card, CPR and first-aid training followed by site visits at NECA's partners work sites such as EVO Energy, Molonglo Water and Icon Water.

*Australian Training Company (\$70,900)*

The ATC project is aimed at recruiting and employing 30 female Australian School Based apprentices and supporting them through a series of training and learning workshops.

ATC held a successful information session for the participants of their first cohort. The cohort will undergo pre-employment training, mentorship sessions and a workshop on a topic that addresses issues around females entering the construction industry by December 2018.

*The Master Builders Association of the ACT (MBA ACT) (\$64,485)*

On 6 September 2018, MBA held the graduation event of the first 'Work Insight Program', as the project celebrated its first milestone.

The 'Work Insight Program' is a four week pre-apprenticeship program, providing exposure to the industry through training, work site experience, engagement of industry employers, employees, life coaches and a well-being mentor.

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**ISSUE: ELECTION COMMITMENT - SUPPORT FOR MATURE WORKERS**

**Talking points:**

- Last year, the Government allocated \$1 million to boost the number of females in trades and upskill mature workers.
- As a key part of this initiative, on 30 August 2018, I announced the launch of the Mature Workers Grants Program which will provide up to \$500,000 for additional services targeting mature workers and their existing or potential employers.
- These grants will fund programs that address barriers experienced by persons aged 45 years or older and Australian Apprentices aged 25 years or older when seeking to retrain for a new job or career.
- New services that are funded through the program will assist employers to navigate available support for recruiting and retaining skilled, experienced, mature workers to deliver the services, infrastructure and other major projects our city needs now and in the years ahead.
- Grant funding will be available on a competitive basis to support highly targeted projects that contribute to achieving positive outcomes for the participation and productivity of mature workers. The 2018 application round has closed and applications have been assessed. Recipients will be announced shortly.
- Additionally, the ACT vocational education and training (VET) system provides a wide range of existing opportunities for mature workers:
  - government-subsidies for achieving qualifications and skill sets in areas of skills need in the ACT economy;
  - traineeships and apprenticeships which combine paid employment with study towards a nationally recognised qualification;
  - traineeship employment through a group training organisation; and

Cleared as complete and accurate: 22/10/2018  
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- foundation skills development in reading, writing, numeracy and computer literacy.

## Key Information

- The ACT Government will determine the number of projects to fund based on the quality of responses received.
- Applications were open 31 August to 1 October 2018.
- The program may be incorporated into the ACT's project proposal to be put to the Australian Government for matched funding under the National Agreement on the Skilling Australians Fund (SAF NP), should projects selected seek to contribute to an increase in the number of pre-apprenticeships, apprenticeships and higher apprenticeships in the ACT, in line with the objectives of the SAF NP.

## Background Information

- Last year the Government made available \$1 million—an ACT Labor election commitment—to boost the number of females in trades and upskill mature workers.
- As a result, the ACT Government launched the Women in Trades Grants program and the Mature Workers Grants Program. The programs aims to address barriers faced by these cohorts including, but not limited to:
  - lack of knowledge of the options and services available;
  - difficulties with navigating the available options; and
  - difficulties finding an employer willing to take on a mature/female trade apprentice.

Cleared as complete and accurate: 22/10/2018  
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**ISSUE: SAFETY OF STUDENTS IN CONSTRUCTION TRAINING**

**Talking points:**

- There have been a number of concerns expressed regarding the safety of students (Australian Apprentices) in construction training.
- Safety requirements for Australian Apprentices (including Australian School-based Apprentices (ASBAs)) are broadly the same as those for any employee at work. However, the supervision requirements for Australian Apprentices (regardless of their age) are intended to provide additional protection. These requirements are specified by WorkSafe ACT and vary according to the year level of the Australian Apprentice.
- A range of stakeholders have had input into the issue of safety of Australian Apprentices in the ACT, with WorkSafe ACT, Skills Canberra and others working cooperatively to reduce the incidence of student injuries in the ACT.
- In response to the concerns about the safety of students, the ACT Government has introduced the following processes:
  - field officers visit Australian School-Based Apprentices within two months of their training contract approval date, and are prioritised over other visits;
  - the National Code of Good Practice for Australian Apprenticeships includes the WorkSafe ACT Guidance Note about the supervision of Australian Apprentices in the building and construction industry, and is provided with training contract approval letters;
  - A Service Level Agreement has been established between Skills Canberra and Access Canberra (WorkSafe ACT) for the ongoing provision of data and information exchange relating to work health and safety matters.; and

Cleared as complete and accurate:	22/10/2018	
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- An inspector position at WorkSafe ACT was established in July 2018 with a dedicated focus on the workplaces of Australian Apprentices.
- Other key activities supported by Skills Canberra include WorkSafe ACT's 'Engagement, Education and Compliance Campaign', and the Apprentice and Young Workers Safety Advisory Committee (established at the request of the Minister for Workplace Safety and Industrial Relations).

## Key Information

- On 24 January 2018, Skills Canberra emailed all organisations that employ an Australian Apprentice in the ACT construction industry reminding them of their supervisory obligations and responsibilities. The email also included an electronic copy of the WorkSafe ACT Guidance Note - supervision of apprentices.
- Earlier this year, Skills Canberra convened the first of ongoing quarterly meetings with the Education Directorate, WorkSafe ACT, and Workplace Safety and Industrial Relations (CMTEDD) to discuss workplace safety issues and activity related to school students and young workers.
- WorkSafe ACT's *'Engagement, Education and Compliance Campaign'* focuses on high risk industries, including electrical and construction industries. Part of this campaign is to enhance stakeholders' understanding of their roles and responsibilities, and Information sessions have been delivered at workplaces and registered training organisations.
- The Apprentice and Young Workers Safety Advisory Committee was established to provide advice to the Work Safety Council on how best to ensure apprentices, trainees, and young workers are working in safe environments and aware of their rights and responsibilities regarding workplace safety. Regular meetings commenced in November 2017, with Skills Canberra a key participant. The final meeting of this committee was held on Wednesday 15 May 2018, with a final report provided to the Work Safety Council on 28 June 2018. The Council presented the report to the Minister for Employment and Workplace Safety on 10 July 2018. The report identifies supervision, mental health and the awareness of employee rights as priority issues, and it has been requested that these matters be included in the Council's Strategic Plan.

## Background Information

- In late 2016, two serious incidents occurred involving Australian School-Based Apprentices (ASBAs) employed in the construction industry. WorkSafe ACT is continuing investigations into the incidents.

Cleared as complete and accurate:	22/10/2018	
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**Portfolio/s:** Vocational Education and Skills

**ISSUE:        OUTPUT 3.6 STATEMENT OF PERFORMANCE 2017-18**

**Talking points:**

- Accountability Indicators for Output 3.6 track Government programs to support the higher education, training and research sector. There are 15 separate measures within this Output.
- This sector plays an integral role in Canberra's economy and our identity as a knowledge city, so the sector's growth and development is a vital part of the Government's economic diversification strategy.
- This Output comprises indicators which track the Government's work with the sector to promote Canberra as Australia's education capital, indicators which support vocational education and training in the ACT, and indicators which track delivery of the Skilled Migration Program.
- From 2018-19 two indicators relating to key sector capability building have been transferred and revised from Output 3.6 into Output 3.1 (Innovation, Trade and Investment) to reflect the economic development focus of these programs. One indicator measuring participation in the skilled migration settlement support program has been discontinued, and replaced with an indicator tracking processing times of skilled migration applications.

Cleared as complete and accurate: 22/10/2018  
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TRIM Ref: CM2018/4690



## Key Information

### Indicator (a) *Deliver the ACT International Education Strategy*

	2017-18 Targets	Actual Result 2017-18	% Variance
<b>a. Deliver the ACT International Education Strategy</b>			
(i) Canberra: Australia's Education Capital Destination Marketing and Engagement (Study Canberra Program)	1	1	0%
(ii) Student Experience (Student Ambassadors Program)	1	1	0%
(iii) Collaboration (ACT Vice Chancellors' Forum Meetings)	2	2	0%
<ul style="list-style-type: none"> <li>The <i>ACT International Education Strategy</i> supports our reputation for quality, world class research, innovation, employment outcomes, liveability and a great student experience to increase the sector's economic contribution. Study Canberra initiatives include web and social channels, scholarships, welcome activities, student guides, public events, the Student Ambassadors program, supporting overseas visits and market research. Student Ambassadors tell their Canberra story and promote the many great aspects of living and studying in the ACT, and assist newly arrived students with information, referrals and advice – for example at events such as Orientation Weeks, a welcome desk at Canberra Airport, Tertiary Open Day, and Canberra Careers Xpo. The Vice Chancellors' Forum met twice during the reporting period (December 2017 and May 2018) and addressed issues including measuring the economic contribution of tertiary education to the ACT; supporting and promoting student safety; updated Terms of Reference; and the Study Canberra 2018-19 Work Plan.</li> <li>Note the Vice Chancellors' Forum measure has been transferred to Output 3.1 Innovation, Trade and Investment from 2018-19. The transfer to Output 3.1 links the Vice Chancellors' Forum with overall economic development activity in conjunction with other key sector capability accountability indicators.</li> </ul>			

### Indicator (b) *Higher Education, Training and Research sector capability building in key (identified) sectors*

	2017-18 Targets	Actual Result 2017-18	% Variance
<b>b. Higher Education, Training and Research sector capability building in key (identified) sectors</b>			
(i) Precinct development projects and initiatives developed in collaboration with institutions (Key Capability Area Fund)	2	2	0%
<ul style="list-style-type: none"> <li>In 2017-18, two projects were successful, with funding announced in May 2018. The successful projects are: <ul style="list-style-type: none"> <li><i>ANU – Enabling Industry Access to Australian National Space Test Facilities.</i> Funding of \$250,000 was awarded to co-fund a project that will enable the ANU to provide industry access to the National Space Test Facility at Mt Stromlo. This facility comprises state of the art infrastructure to serve national needs and currently operates as a pay per use facility. Start-ups, SMEs and university research groups that have expressed strong</li> </ul> </li> </ul>			

Cleared as complete and accurate: 22/10/2018

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interest in using the facility but found the cost prohibitive will now have the opportunity to access. This support will showcase the potential of this ACT based facility to grow the nation's space industry and solidify a case for federal funding as a national facility for industry and the research communities from 2019-20 onwards.

- *ANU & CSIRO – Centre for Entrepreneurial Agri-technology.* Funding of \$500,000 was awarded as co-funding towards the establishment of the \$1.2 million Centre in Canberra. The Centre will be a unique Agri-tech and Environmental Sciences hub in the Asia-Pacific region and is set to transform the way agri-tech is done in Australia. It will be a one-stop shop for agri-tech providing: entrepreneurs and farmers with access to the latest discoveries; academics with potential to translate their research; and students with opportunities for industry placements.
- Note this measure has been transferred to Output 3.1 Innovation, Trade and Investment from 2018-19. This measure relates to the delivery of the Key Capability Fund, but has been expanded from 2018-19 to support overall economic development activity and to link this activity with the sector development indicators comprising Output 3.1 (defence industry advocacy; the Vice Chancellor's Forum; cyber industry development; space industry development; and screen industry development).

### Indicator (c) *Participation in vocational education and training (VET)*

	2017-18 Targets	Actual Result 2017-18	% Variance
<b>c. Participation in vocational education and training (VET)</b>			
(i) All students (percentage)	4.5%	4.1%	-8.89%
(ii) Aboriginal and Torres Strait Islander students (percentage)	9.0%	10.1%	+12.22%

- The result for all students is only 0.4 percentage points below the target. As identified below at *Indicator (e)*, the total number of students undertaking VET qualifications is above target. The participation rate for Aboriginal and Torres Strait Islander students is usually much higher than that of the general population. Student participation data is based on academic (calendar) years rather than financial years, and as such the results reported at 30 June 2018 reflect the 2017 academic year rather than through to June 2018. Results are sourced from the National Centre for Vocational Education Research (NCVER) publication *Government-funded students and courses 2017*.

Cleared as complete and accurate: 22/10/2018  
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## Indicator (d) VET graduate outcomes after training

	2017-18 Targets	Actual Result 2017-18	% Variance
<b>d. VET graduate outcomes after training</b>			
(i) Improved employment circumstances	65%	66.4%	+2.15%
(ii) Employed after training or in further study	92%	91%	-1.09%
<ul style="list-style-type: none"> <li>Indicator (d) <i>VET graduate outcomes after training</i> tracks the percentage of graduates with improved employment circumstances in the ACT in the <i>National Centre for Vocational Education Research (NCVER) Student Outcomes Survey</i>. Results of the survey were published in November 2017. Improved employment status after training is defined as: employment status changing from not employed before training to employed after training; <u>OR</u> employed at a higher skill level after training; <u>OR</u> received a job-related benefit. If a graduate indicates they are both employed after training <u>AND</u> in further study, they are only counted once.</li> </ul>			

## Indicator (e) Total number of students undertaking vocational education and training (VET) qualifications

	2017-18 Targets	Actual Result 2017-18	% Variance
<b>e. Total number of students undertaking vocational education and training (VET) qualifications</b>			
(i) All students	16,500	16,870	+2.24%
(ii) Aboriginal and Torres Strait Islander students	650	740	+13.85%
(iii) Students with a disability	1,850	1,910	+2.16%
<ul style="list-style-type: none"> <li>The higher than targeted 2017-18 Actual Results reflect that results fluctuate based on student enrolments. The number of students is the number of unique individuals undertaking VET training in a given academic (calendar) year. This is not the same as the number of VET enrolments. VET spans a wide range of learning engagements from full time programs across multiple years, short 'skill set' programs, to single subject enrolments. Student participation can also be wide ranging, with some students receiving training from multiple training organisations within the same year. If a student has enrolled with more than one training provider during a collection period, it is possible for a student to be counted more than once in the number of enrolments. As with Indicator (c) the results reported at 30 June 2018 reflect the 2017 academic year rather than through to June 2018. Establishing forward targets for this measure is based on using quarterly data combined with historical enrolment trends to estimate the full year outcome.</li> </ul>			

Cleared as complete and accurate: 22/10/2018  
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## Indicator (f) *Skilled Migration Attraction and Facilitation*

	2017-18 Targets	Actual Result 2017-18	% Variance
<b>f. Skilled Migration Attraction and Facilitation</b>			
(i) Employer Sponsored Nominated	350	557	+59.14%
(ii) Skilled Independent Nominated	350	241	-31.14%
(iii) Participation in the settlement support program for ACT nominated migrants	>70%	35.2%	-49.78%
(iv) Average number of monthly visits to <i>Canberra</i> .	15,000	25,613	+70.75%

### *Create Your Future* website

- Indicator (f) *Skilled Migration Attraction and Facilitation* comprises four separate measures. Targets relating to Employer Sponsored and Skilled Independent nominations are based on achievement levels in past reporting periods, within the parameters set by the Australian Government (Department of Home Affairs). Variances against these targets reflect that results fluctuate based on awareness and interest in migration to Canberra. In addition, change implemented by Home Affairs during the 2017-18 period saw an increase in demand by employers wanting to nominate workers for Employer Sponsored nominations and an increase in demand from Canberra residents seeking ACT Skilled Independent nomination. This demand is expected to decrease due to the implementation of the Skilling Australians Fund.
- The Skilled Independent Nominated indicator includes only those applications submitted by overseas applicants. When taking into account the applications submitted by Canberra temporary residents, the entire allocation of places available to the ACT was exhausted. The result for this indicator reflects the closure of the program to overseas applicants following high up front demand, and the relatively poor quality of the applications received. The refusal rate for overseas applications was almost 40 per cent compared to 6 per cent for Canberra temporary residents.
- One indicator within this measure has been discontinued and replaced with an alternative indicator. *Participation in settlement support program for ACT nominated migrants* has been discontinued, as there is no obligation or requirement for ACT nominated overseas migrants to engage in the initial settlement meeting that we offer and we have no control over its take-up rate. As the Skilled Migration Program has been operating for many years now, anecdotally more and more migrants who come to Canberra have family or friends living here, and therefore tend to not require settlement support. The replacement indicator *Average processing time for applications across all skilled migration program streams* is a much better reflection of performance, tracking the average time taken to process applications across the various streams of the Skilled Migration program, with a target of 45 business days.

## Background Information

- Two measures from Output 3.6 were transferred to Output 3.1 from 2018-19 – ACT Vice Chancellors' Forum meetings; and Key Capability Area Fund. Both of these measures have been transferred to Output 3.1 to reflect the economic development priority of these programs.

Cleared as complete and accurate: 22/10/2018  
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**ISSUE: UNSW PROPOSED CITY CAMPUS**

**Talking points**

- The ACT Government and UNSW have been working together to investigate and better understand the concept of a potential UNSW Canberra City campus. This includes the use of the land, likely opportunities and constraints for the overall design of the new campus and the nature of the services and academic offerings that would be provided.
- On 15 August 2018 UNSW announced that its Council had approved submitting a formal proposal to the Territory for consideration.
- UNSW submitted a formal proposal to the Territory on 11 October 2018.
- The ACT Government will now give careful consideration to the merits of the proposal and the benefits it would bring to the Territory before deciding whether it should be supported.
- Community engagement will be an important part of any formal process moving forward, and will be informed by an engagement plan. As the UNSW proposal is being considered, so will the nature and extent of this engagement.
- The construction of a major new campus has the potential to serve many of our ambitions as a city: urban renewal, diversifying our economy, attracting and retaining talented people and making the ACT an even better place to live, study and invest.
- The proposed education precinct would be home to teaching facilities, research facilities, collaborative industry activities and facilities to support the campus population, such as parking, student accommodation, and retail.
- The Canberra Institute of Technology was involved in the project working group during the investigative stage of the MoU (signed in late 2017).

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- If the UNSW proposal is supported, CIT will remain a separate entity within a broader academic precinct, with CIT's campus priorities and operational requirements being properly considered in any re-development of the area.

## Key Information

- Higher education and research is already among Canberra's economic strengths. In 2014 the economic contribution of the higher education and research sector to the ACT was over \$2.7 billion and 16,000 jobs (Deloitte, 2015). Deloitte is currently updating the 2015 study, and its preliminary estimates as at December 2017 are considerably larger at over \$3.3 billion value added and over 20,000 FTE jobs.
- International education is the ACT's largest export, with 17,000 international students currently studying here. Per capita, Canberra is Australia's largest exporter of international education.

## Background Information

- The CIT Campus Modernisation program provides opportunities to redevelop parts of the existing site as CIT consolidates and improves its facilities.
- The ACT Government is focussed on helping to grow the education sector given these institutions play such a pivotal role in our economy and in city building.
- A new UNSW campus would bring another leading Group of Eight Australian university to the city centre.

Cleared as complete and accurate: 29/10/2018  
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Lead Directorate: Chief Minister, Treasury and  
Economic Development

**ISSUE: ACADEMY OF INTERACTIVE ENTERTAINMENT**

**Talking points:**

- In 2014, the Government received an Investment Proposal Guidelines (IPG) submission (unsolicited bid) from the Academy of Interactive Entertainment (AIE), to develop an education precinct at the site of Canberra Technology Park (the former Watson High School).
- AIE's investment proposal seeks to invest approximately \$100 million over 10 years in redeveloping the site to create:
  - an education and employment hub that will position the ACT at the centre of the growing interactive games and film industry;
  - a state of the art centre of learning and employment for the interactive games and film industry; and
  - a new affordable student accommodation facility catering for around 400 students by 2029.
- The AIE's unsolicited proposal has progressed through the first two phases of the IPG process. In late 2017, Government decided to defer a decision about whether the proposal would progress to the final phase 3, pending the outcome of public consultation.
- Community Consultation occurred from 5 February to 16 March 2018 to gauge whether the community support future use of the Canberra Technology Park site for a higher education and community precinct, including student accommodation, and preserving public green space.
- A snapshot of the feedback received by the community is on the ACT Government's YourSay website ([www.yoursay.act.gov.au/future-site-use-old-watson-high-school](http://www.yoursay.act.gov.au/future-site-use-old-watson-high-school)). Overall, this showed support at a level of 85 per cent for the proposed use.

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- The Directorate acknowledges the time taken to progress this unsolicited bid. Nonetheless, there have been a significant range of matters associated with the proposal, including the need to undertake community consultation, and the outcome of due diligence processes for the site, that have required careful consideration.
- The ACT Government is currently in the final stages of considering findings and recommendations before making a decision on next steps for the AIE proposal and future use of the site. This involves confidential Cabinet processes.
- A final report will be made available on YourSay, outlining the Government's decision once it is made, and responding to matters raised during consultation.

## Key Information

- AIE's unsolicited proposal included a request for the direct sale of Block 1 Section 13 Watson from the ACT Government.
- The proposal is aligned with the ACT Government's economic diversification agenda. As a leading educator in the game development industry, AIE has potential to promote higher education and talent attraction in the Territory.
- Block 1 Section 13 Watson is 5.7 hectares and is subject to the current Territory Plan zoning ('Community Facility Zone') for the site.
- 'Educational Facility' is a permitted use of the site under the current Community Facility zoning, with student accommodation permissible only as an ancillary use.
- A final decision on the future use and sale of the site will give consideration to feedback received during community consultation between 5 February and 16 March 2018, and will be managed through the Cabinet process. This will include consideration of whether the AIE's proposal should progress to Stage 3 of the IPG process.

## Background Information

- In February 2018, the community consultation process commenced to ascertain whether the community supports redevelopment of the land as proposed and under the specific parameters; and should the community agree, how it would prefer to see the existing and adjacent open space treated within a redeveloped site.

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- AIE currently operates from Canberra Technology Park delivering world-class training and qualifications in 3D animation, video game creation, visual effects creation, CGI animation and games programming.
- AIE campuses are located in Canberra, Sydney, Melbourne, Adelaide, Seattle (Washington) and Lafayette (Louisiana). AIE leases the former Watson High School site from the ACT Government.
- AIE was created to support the skills needs of the creative digital sector. It is a specialist 3D animation, game design and visual FX educator. AIE pioneered the development of specialist game qualifications and continues to innovate through industry partnerships and dynamic teaching.
- AIE has stated the development will provide the following benefits to the ACT:
  - create between 245 jobs by 2035;
  - contribute between \$276 million to the local Gross State Product over the same period; and
  - generate between \$8 million and \$16 million in payroll tax and educate thousands of new industry workers.

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**Portfolio/s:** Trade, Industry and Investment

Vocational Education and Skills

**ISSUE: SKILLED MIGRATION PROGRAM**

**Talking points:**

- The ACT Skilled Migration Program operates within the policy/visa program framework set by the Australian Government. It has function in two primary visa streams:
  - Skilled Independent (Nominated) Stream; and
  - Employer Sponsored Stream.
- The Territory Migration Agreement (between CMTEDD and the Department of Home Affairs) provides the ACT with a channel to address skills shortages through the **Skilled Independent (Nominated) Stream** of the Australian Migration Program.
- This stream targets independent skilled migrants who respond through an Occupation in Demand List that is defined by local labour market analysis and demand forecasting.
- Over the last year, the demand for the program exceeded the 2017-18 allocation and is expected to continue to increase in 2018-19. The increased demand is largely due to changes made by the Australian Department of Home Affairs and program adjustments made in other jurisdictions.
- The ACT nomination program was restricted on 29 June 2018.
- A fast tracked, stakeholder consultation driven review is being conducted in order to reset the program into the future. The Government is on track to make program reform announcements towards the end of November.

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## Key Information

- Under the terms of the Territory Migration Agreement, the 2017-18 ACT target for Skilled Nominated subclass 190 nominations is set at 900. However during the 2017-18 period the demand increased sharply with over 1,250 applications either approved or pending in the system.
- The Regional Sponsored Migration Scheme is a demand driven program by employers. Nominations also increased in 2017-18 with over 650 applications received, versus a 2017-18 accountability indicator target of 350.
- One of the reasons for the increased demand is recent policy changes by the Department of Home Affairs restricting eligibility criteria for permanent visa pathways for temporary residents and international students. The reduction in access to permanent visa pathways is placing increasing pressure on the ACT Skilled Migration program, and the ACT Government is currently reviewing the management of the Skilled Nominated program stream.
- The levy costs associated with the Skilling Australians Fund are also expected to reduce demand for employer nominated permanent visas. For example, ACT Health was facing a \$5,000 levy per nomination, however has implemented a policy to cease nominating staff and direct them to apply under the Skilled Nominated 190 stream.

## Background Information

- More than 1,250 applications for Skilled Nominated 190 migration were received in the 2017-18 period. On request, the 2017-18 allocation by the Department of Home Affairs was increased to 900, however there remained approximately 350 applications in the system which were carried over into the 2018-19 program year.
- In addition, applications against the Skilled Nominated 190 stream is expected to increase in 2018-19.
- Options are currently being developed for the Skilled Nominated program stream that will more effectively manage the number of applications lodged and the associated processing times, and allow the ACT to select and invite the most qualified, skilled applicants who are most aligned to our skills needs.

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Current issue

**Portfolio/s:** Vocational Education and Skills

**ISSUE: CIT GOVERNING BOARD AND GOVERNANCE REVIEW**

**Talking points:**

- The CIT Board, which replaced the former CIT Advisory Council, has been operating for over three years as the strategic direction-setting body for CIT.
- Key achievements over this period include developing and implementing the Strategic Compass 2020, endorsing a Board charter, recruiting a CEO, progressing the campus modernisation strategy, defining CIT business development priorities, establishing an Audit, Risk and Finance Committee and a Business Development and Cultural Change Subcommittee, and approving collaborative projects for working with CIT Solutions.
- The ACT Government and CIT undertook a scheduled review of the new governance arrangements during 2017.
- The outcomes of the review were positive and three broad areas identified for potential improvement relating the composition of the Board and the introduction of a formal Skills Matrix, and better defined interaction channels between CIT and ACT Government.
- Other matters raised in the review relate to internal processes within CIT, and were already the subject of activity being undertaken.
- Matters relating to Board composition are currently under consideration by the Government.

**Key Information**

- The CIT Board was established in 2015, replacing the CIT Advisory Council with the intent of bringing private sector expertise and a stronger commercial focus to its direction setting and decision making.
- The establishment of the CIT Board identified the need to enable CIT to meet its twin objectives of *‘operating as a public provider of vocational education and training and operating with a greater commercial and entrepreneurial focus in an increasingly contestable training marketplace’*.

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**ISSUE: Staffing Profile**

**Talking points:**

- The total FTE for Skills Canberra for 2017-18 was 43.0 FTE, made up of 34.0 FTE funded from base funding and 9.0 FTE funded from Skills Reform funding. Specific detail is outlined in the table below under Key Information.
- Separate to the Skills Canberra division, the Higher Education portfolio is overseen by 0.4 FTE of a Director and comprises:
  - 1.5 FTE for Higher Education issues, which relate primarily to work supporting University of Canberra Act, Vice Chancellors' Forum, and general briefing, correspondence, policy, research, and government relations matters with institutions; and
  - 1.5 FTE for Study Canberra, which delivers destination marketing and student experience work across the education sector including higher education, CIT, English Language institutes, private colleges and in collaboration with ACT schools/Education Directorate.
- These 3 FTEs comprise one SOGB Manager overseeing both functions, and one SOGC Senior Officer for each respectively.
- Study Canberra engages 18 ASO2 casual Student Ambassadors to work at events each Semester (Airport welcome desk, O Weeks, Tertiary Open Day, Careers Xpo and other ad hoc duties). Their hours are minimal and based on around \$20,000 wages per year equating to <0.2 FTE.

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## Key Information

Skills Canberra Unit	Function	Staffing Profile
Engagement & Client Services (ECS)	<p>The ECS unit manages the responsibilities of the State/Territory Training Authority (STA) with regard to Australian Apprenticeships contract management including liaison with Apprenticeship Network Providers (ANP), employers, Australian Apprentices, and national and local regulatory bodies.</p> <p>The unit manages payments for funded programs for VET (including User Choice, as well as managing Skills Canberra reception and mail, and overseeing the quality improvement of engagement and client services across the Branch. The unit is also responsible for event management including both across government and external stakeholder events such as World Skills, ACT Training Awards, RTO forums, career expos and other community engagement events.</p> <p>The unit includes the Field Officers team, whose primary objectives are to increase the Australian Apprenticeships retention and completion rates in the ACT and increase the Directorate's engagement with its stakeholders.</p>	16
System Design and Analysis (SDA)	<p>The SDA unit leads and supports the maintenance of the ACT Vocational Education &amp; Training Administration Records System (AVETARS), including maintaining the ongoing relationship with the systems vendor, testing functionality, and providing advice to stakeholders.</p> <p>The unit undertakes analysis of data to provide advice on functionality and data migration, and is also responsible for website maintenance and the provision of strategic advice on, and leading the implementation of, the business needs of other systems.</p>	5
Governance and Assurance (GA)	<p>The GA unit is responsible for quality assurance through compliance and audit activities, as well as undertaking strategic projects, program evaluation and internal governance. This unit also leads cross-jurisdictional engagement on quality issues and manages the relationship with the national VET regulator.</p>	3
Director's Office	<p>The Director's Office is responsible for the provision of timely, high quality information and advice for the Directorate and Minister on all VET related issues. The unit is also responsible for the management of VET related ACT Legislative Assembly, Cabinet and government reporting commitments, and provides oversight and</p>	4

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	<p>management of Skills Canberra's involvement in national and ACT VET related committees.</p> <p>The unit also administers some of Skills Canberra's grant programs, leads across government and across sector engagement, and provides advice on other VET related matters including program development and access and equity issues.</p>	
Internal Services (IS)	<p>The IS unit provides leadership in Human Resource (HR) matters and delivers HR services, including the provision of expert advice to team managers. The unit also leads the design, development, implementation and evaluation of HR training and development strategies and programs, as well providing administrative support to other members of the branch, as needed.</p>	<b>4</b>
National Data Collections and Reporting (NDCR)	<p>The NDCR unit coordinates and analyses data for ACT and national reporting. It is responsible for managing the collection, storage and analysis of participation and performance data across education and training, including census data.</p> <p>The unit also provide advice on information systems and enhancements to data management and analysis, as well as providing participation and performance data to schools, other ACT government agencies, the Minister's office and external clients.</p>	<b>2</b>
Analytics and Policy Services (APS)	<p>The APS unit provides the underlying policy and design framework for contestable Funded Training Initiatives for VET in the ACT and the development of the Skills Needs List. The unit leads targeted projects (including the development of Skilling Australians Fund initiatives and the Women in Trade initiative) and contributes to the national VET sector by providing the ACT's insights and perspectives on current VET issues. The unit is also responsible for providing timely statistical analysis of the ACT VET Sector and labour market that is used for high-level policy analysis and decision-making within Skills Canberra and the wider VET sector.</p>	<b>9</b>

*\*Data in the above table relates to FTE data as at 30 June 2018 and may not reflect headcount.*

- Skills Canberra has managerial and administrative oversight of the Skilled Migration team (3 FTE), however, this is not included in output class 3.6.
- Within existing FTE, Skills Canberra ensures sufficient funding is available to support the engagement of trainees and ASBAs. Skills Canberra currently hosts four trainees and one ASBA.
- The 9.0 FTE positions established and funded under Skills Reform have typically been filled by staff on contract as the Skills Reform funding was non-ongoing.

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**Portfolio:** Vocational Education and Skills

## **ISSUE: CIT Campus Renewal (including Woden Campus)**

### **Talking points:**

- The renewal of CIT Campuses is a key driver in the aspirations of the Strategic Compass 2020 and will ensure that CIT is able to meet the evolving needs and expectations of modern learners, including the development of contemporary teaching and learning facilities and practices that reflect the digitalisation of teaching, learning and work environments.
- The 2018-19 Budget allocated \$1 million to CIT to commence planning work on the redevelopment of the Reid campus. CIT has engaged the consulting firm, AECOM, to prepare a functional brief and a full business case. The funding will also allow CIT to undertake site master planning and prepare a concept design to consolidate the Reid campus into a multi-storey building.
- The redevelopment of the Reid campus is in line with CIT's long term plan to progressively upgrade its campuses, reduce its environmental footprint and ensure it is not weighed down with the costs of maintaining an asset base that it no longer needs for the effective delivery of quality teaching and learning.
- Significantly reducing the footprint of the current CIT Reid campus could provide the opportunity for University of NSW (UNSW) to establish a university campus in the city east education precinct alongside the CIT Reid campus.
- The Woden CIT campus buildings have passed their useful life and no longer meet the needs as an educational facility. CIT's Music Program has been relocated from the Woden campus to the Reid campus and as a result, CIT no longer has a teaching presence in Woden.
- While the Woden site is an ideal urban renewal opportunity, the ACT Government has no current plans for the reuse of the site other than to retain its current community facility zoning.

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## Key Information

- The \$1 million allocated to CIT in 2018-19 is to prepare:
  - a functional brief;
  - a full business case to seek design and construction funding;
  - a joint site master plan with UNSW; and
  - a concept design for the internal layout of a new multi-storey building.
- Benefits of redeveloping the CIT Reid campus includes:
  - allowing CIT to establish a modern student-centric campus and a collaborative environment with functional and stimulating teaching spaces that support innovative teaching practices;
  - creation of new flexible teaching spaces that will allow CIT to easily adapt to changing teaching techniques, new technologies and accommodate new courses; and
  - the opportunity for UNSW to establish a university campus in the city east education precinct alongside the CIT Reid campus.

## Background Information

- The current spread of course delivery across many campuses is impacting on CIT's operational and financial efficiency and its ability to attract and retain students.
- Campus renewal seeks to address this by consolidating activities, reducing the built footprint and expanding campus opportunities which should improve operational efficiency and financial sustainability by reducing recurrent operational and maintenance costs.

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**Portfolio:** Vocational Education and Skills

**ISSUE:** Skilled Capital

## Talking points:

- There has been substantial growth in Skilled Capital enrolments in 2018 compared to 2017. CIT secured 215 enrolments in 2017 and are close to doubling the number of enrolments in 2018 to 404 as at October.
- Industry areas where enrolments increased in 2018 included Conservation and Land Management, Building and Construction, Information Technology, Business and Health and Community.
- The 2018 list of qualifications and skills sets for Skilled Capital was released by Skills Canberra on 19 December 2017. CIT nominated 59 qualifications/ skill sets across the 5 teaching colleges and CIT Yurauna.
- A second release for Skilled Capital qualifications and skill sets was opened on 1 August 2018.

## Key Information

- Tuition fees for nominated Skilled Capital qualifications and skill sets were determined based on
  - Minimum tuition fee as dictated by Skills Canberra;
  - Market tuition fees; and
  - The target cohort demographic e.g. financially disadvantaged groups.

## Background Information

- The Skilled Capital program is an ACT Government funded training initiative. Skilled Capital offers a comprehensive range of services to provide Canberrans the support they need to complete the training that is right for them. Skilled Capital will improve

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access to high quality training in areas of skills needs and maximise improved employment opportunities for students.

- Enrolments for Skilled Capital places opened on 21 February 2018 which did not coincide with the start of the CIT semester, with standard class delivery starting in early February. This mismatch restricted intake of Skilled Capital student places to courses with:
  - delayed start date
  - online delivery options
  - ability to offer make up classes
  - capacity to offer separate 'Skilled Capital only' cohorts
- If places remained available, CIT continued to offer enrolments under Skilled Capital into nominated qualifications throughout the year, particularly around the standard midyear intake for Semester 2.

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**Portfolio/s:** Vocational Education and Skills

**ISSUE:** Support for Australian Apprenticeships

**Talking points:**

- CIT remains committed to working with industry and schools to increase Australian Apprenticeships and is the registered training provider for nearly half of all ACT apprentices and trainees.
- CIT is focussed on increasing the support for both Australian Apprentices and their employers through the Australian Apprenticeships project. In March 2018, a team of liaison officers commenced engaging with employers and Australian Apprentices to ensure there was a consistent and streamlined communication and administrative process at the commencement of their training journey at CIT.
- The early engagement with a single point of contact also establishes a two-way avenue for feedback and has facilitated early identification and resolution of issues including the need for additional support such as Language, Literacy and Numeracy (LLN), apprentice specific mentoring, additional training tutorials, disability support and referral to the Yurauna Centre.
- CIT believes their commitment to increasing support for Australian Apprentices underpins the increase in Australian Apprenticeship enrolments. There has been a 5 per cent increase when compared to data for the same period in 2017. This is a very positive result, considering the national data is only showing a 1.5 per cent increase in commencements for the same period.
- The range of dedicated support available in addition to training and assessment staff also means CIT is well placed to support and facilitate increased Australian Apprenticeship enrolments in both apprenticeship and traineeship areas which is an ACT Government commitment under the National Partnership on the Skilling Australians Fund.

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## Key Information

- As of September 2018, there are 3503 apprentices and trainees enrolled across a range of 81 qualifications at CIT.
- These qualifications include areas CIT is traditionally known for such as construction, plumbing and electrical, but also traineeship areas including business, government, information technology and leadership and management.
- Areas with increased enrolments include plumbing, electrical, information technology and carpentry. Whilst areas such as hairdressing and childhood education and care are experiencing a decline in enrolments.

## Background Information

- The focus of the Australian Apprenticeships project is on improving customer service processes that will support:
  - enhanced learning engagement for apprentices and trainees
  - client engagement and transparency with employers; and
  - ensuring apprentices and trainees have the support they need to successfully complete their chosen qualification.
- CIT works with a range of stakeholders including Skills Canberra's Field Officers, Apprenticeship Network Providers, OzHelp, the ACT Wage Advice Line, ISMAA providers (Australian Government funded industry specialist mentors) and CIT's Student Association (CITSA) to ensure that apprentices and trainees are supported throughout their Australian Apprenticeship journey.
- Each year CITSA produces an Australian Apprentice Diary, which aims to give apprentices and trainees all the information they need whilst studying at CIT. The diary provides information on all the support available to apprentices and trainees within CIT and beyond, written in language they understand. All CIT Australian Apprentices have access to CITSA services including access to social and sporting activities; student advocacy; on-campus support and accommodation advice.
- CIT trains the majority of apprentices in high risk industry areas. CIT is committed to ensuring apprentices are safe whilst at CIT and in the workplace. CIT works with a range of stakeholders such as Construction Charity Works, CIT Student Association (CITSA), WorkSafe ACT and Skills Canberra to assist apprentices in understanding what they should do and who they should contact if they require support or are feeling unsafe.

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- Indigenous Apprenticeship Program (2017-18)
  - 296 enrolments in 2017 with 264 expected to fully complete (149 have been awarded so far). The cause of most withdrawals from this program are when people have resigned from the job.
  - The program participants were across 14 Federal Government agencies.
- Higher Apprenticeship Program (2017-18)
  - 98 enrolments in 2017 with 79 expected to fully complete. There have 15 withdrawals and 4 program participants on extensions and expected to complete.

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**Portfolio:** Vocational Education and Skills

**ISSUE:** CYBER SECURITY COURSES

**Talking points:**

- CIT has been at the forefront of developing vocational cyber security training for over three years and has successfully developed the Graduate Certificate in Networking and Cyber Security (10198NAT) to upskill existing ICT professionals into cyber security networking skills.
- CIT has also formed a partnership with Box Hill Institute and is part of the broader national network of TaFEs from each state (excluding TasTaFE and Charles Darwin University NT) to deliver the newly accredited Victorian qualification Certificate IV in Cyber Security (VIC22334) in 2018.
- In Semester 2 2018 CIT is delivering the Certificate IV in Cyber Security to 139 new and continuing students. Applications and enrolments are still being taken for 2018 commencement.
- CIT is continuing to deliver the Graduate Certificate in Networking and Cyber Security in Semester 2 2018, and has 33 continuing and new students.
- To assist in growth, retention and completions of student numbers, CIT has piloted a virtual mentoring program which commenced in August 2018. The program, beginning with the Graduate Certificate in Networking and Cyber Security, sees industry based cyber experts mentoring CIT students. Currently 16 students (two groups of eight) are undertaking the program.
- The Certificate IV program is being developed to be delivered in a work integrated model – using an internships model with industry employers for the building of a portfolio of relevant cyber skills.
- CIT has engaged with UNSW to utilise the UNSW cyber range for delivery of cyber security programs. This infrastructure is available for CIT to

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access from the Reid campus. CIT and UNSW are currently investigating physical connections.

- CIT has successfully secured in partnership with Fifth Domain, ANU, Nova Systems an AustCyber grant to develop and deliver a training Security Operations Centre (SOC). The total value of the project is \$1.1 million. The grant is valued at \$547,000.
- The SOC will be launched on 19 November 2018 at Reid Campus, CIT.
- CIT will continue to work with industry and AustCyber (the Australian Government Cyber Growth Centre) to build models that meet the emerging industry needs and employability requirements.
- 11 CIT Cyber Security students across the Certificate IV and Graduate Certificate have travelled to Singapore on a VET Outbound Mobility program, with corporate partner, Accenture. The students worked with CIT partners Temasek Polytechnic and Institute of Technical Education as well as industry experts KPMG, CSICO and Singtel/Optus.
- The ACT government has committed \$700,000 co-funding for the SOC and resource development. This funding is provided through the SAF sign on bonus.

## Key Information

- Australia's first national skills-based cyber security Certificate and Advanced Diploma level qualifications, to be delivered by TAFEs across the country in 2018, were launched by the Minister for Law Enforcement and Cybersecurity, Angus Taylor MP, and the Assistant Minister for Vocational Education and Skills, Karen Andrews MP on 25 January 2018.
- CIT is leading the TAFE cyber initiative with numbers of students greater than Box Hill Institute.
- CIT Cyber Security team placed 44 out of 109 in the recent national CySCA 2018 tertiary competition. The team were the highest ranked TAFE team. The team demonstrated the real world cyber security skills developed through the CIT program.
- CIT has aligned delivery of the Advanced Diploma with TAFE NSW and TAFE QLD and will deliver the new curriculum in semester 2 2019. This 12 month lead time will

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allow for a flexible delivery model and contemporary collaborative resource development. This resource development will be funded through the SAF sign on bonus received by the ACT government.

- AustCyber has revised the skills shortage from 11,000 to 18,000 people in cyber security, this is expected by 2024. Australia is expecting a workforce of 27,000 by 2026.
- Australia has the opportunity to lead the world in cyber security according to the Australian AustCyber Growth Centre, AustCyber.
- Worldwide malicious cyber security activities are driving a dramatic increase in demand for cyber security solutions, particularly in the Indo-Pacific region. The Australian cyber security industry is forecast to almost triple in size, with revenue soaring to at least A\$6 billion by 2026 from just over A\$2 billion to date.

## Background Information

- In 2016 CIT became a foundation member of the Canberra Cybersecurity Network. This network was implemented to provide a common ground where higher education providers and industry could network and discuss the emerging training and education needs of Australian and Canberra businesses.
- In 2017 the Canberra Cyber Security Network was asked to form the basis of the Canberra Node of the Australian Cyber Security Growth Network (AustCyber). The ACT was the second node to be announced due to the work already having been done on the cyber security ecosystem and that Canberra is the seat of government which is showing strong leadership in the development of Cyber security for Australia. The Canberra Node is considered the first operational node within Australia.
- CIT is one of four tertiary education providers to be included in the Node with UNSW, University of Canberra and the ANU. This is testament to CIT's history for developing skills training solutions, ability to work with industry and ability to partner with both the ANU and UNSW in this sector.

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**Portfolio/s:** Vocational Education and Skills

**ISSUE: RENEWABLE ENERGY SKILLS TRAINING**

**Talking points:**

- In 2017 CIT gained Global Wind Organisation Accredited Training.
- To date the Renewable Energy Skills Centre of Excellence has delivered 6 courses to approximately 45 students.
- In August 2018 CIT also commenced the delivery of domestic battery storage and PV systems. To date CIT has delivered only one full course, but has 42 students enrolled and commenced 26 October 2018. These courses are short courses and students must complete both online work as well as attend classes.
- This training is now also available as part of the electrical trades apprenticeships.
- In 2017 ten students participated in a study tour in France and Spain. This tour was funded by the Australian Government 2017 Endeavour VET Mobility Grants and CIT Renewable Energy Skills Centre of Excellence, and supported by Neoen, a leading French renewable energy firm. There is another tour is planned for January 2019.

**Key Information:**

- Development of training courses is funded by Neoen, developer of the Hornsdale Wind Farm as part of its contract to provide clean energy to the ACT.
- The work is managed through the CIT Renewable Energy Skills Centre of Excellence, which is overseen by a board that meets quarterly.
- Members of the board include Neoen, Environment, Planning and Sustainable Development Directorate (EPSDD) and CIT.
- Expenditure to date includes course development (in line with the appropriate accrediting body), staff costs, equipment for training (this includes a suite of solar

Cleared as complete and accurate: 17/10/2018  
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Wesney  
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Wesney  
Lead Directorate: Chief Minister, Treasury and  
Economic Development

panels, domestic battery storage, a range of working and rescue at heights equipment, torque wrench and assistance with VET mobility).

## Background Information

- As part of the ACT Government's strategy for the ACT to become powered 100 per cent by renewable energy by 2020 the ACT has conducted a series of reverse auctions whereby companies bid to provide renewable energy as well as contribute in some way to building the ACT economy and community.

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Lead Directorate:	Chief Minister, Treasury and Economic Development	

**Portfolio:** Vocational Education and Skills

**ISSUE:** Heart Health Program

**Talking points:**

- In January 2017 changes to class sizes were made solely due to Workplace Health and Safety (WHS) requirements. The Canberra Institute of Technology (CIT) WHS risk assessment highlighted Heart Health participants were high risk clients and to ensure safety, increased supervision with lower ratio of participants to instructors was required.
- Smaller class sizes have also increased the physical space to allow for special programming for clients of moderate to high risk.
- CIT Fit & Well have increased the number of Heart Health Program classes, as well as introducing additional new classes to their members, including: Osteocise, Yoga and Lungs in Action.
- CIT are the only provider who continues to offer a program similar to Heartmoves which ceased in 2016.
- CIT acknowledge and support the importance of social interaction for the senior members and additional support to members has been implemented, with added social events, name badges and space provided for morning teas.
- CIT Fit & Well membership costs only \$245.00 per year (inclusive of all classes), or \$5.00 per casual visit to Heart Health Program/classes.

**Key Information:**

- CIT has been conducting the Australian Heart Foundation Heart Moves Program since 2009. The Heart Foundation ceased running the program on 31 December 2016.
- CIT Fit & Well classes and programs, including the Heart Health Program, provide underlying support to Canberra's health and wellbeing system, by offering health

Cleared as complete and accurate: 18/10/2018  
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related classes for people with specific conditions. Currently CIT Fit & Well has established strong stakeholder/industry relationships with the Woden Hospital (Cardiac Clinic), Calvary Hospital (Cardiac Hospital) and UC Clinic (Physio Clinic and UC Health Hub), with an established referral system.

## Background Information:

- CIT Fit & Well implemented changes to classes in January 2017 and received a letter from <sup>Sch 2.2(a)(ii)</sup> on behalf of a small delegation of Heart Health Program members (approximately 6 members), outlining concerns regarding the reduction of participants in classes. It should be noted that in response to <sup>Sch 2.2(a)(ii)</sup> letter, a number of Heart Health Program members emailed very positive feedback, commending CIT for the Heart Health Program and new class size.
- <sup>Sch 2.2(a)(ii)</sup> sent a copy of the letter to Minister Gordon Ramsay MLA. CIT drafted a letter on behalf of the Minister, responding to <sup>Sch 2.2(a)(ii)</sup>, referring the matter to you.
- CIT Fit & Well conducted a meeting on 14 August 2017 between Heart Health Program members, Sport & Fitness Head of Department (HOD), CIT Fit & Well Manager, Health, Community & Science (HCS) Director and the CIT WHS Advisor. The meeting highlighted risk assessment findings on best practice for Heart Health Program. For client safety and to reduce risk, classes would stay at 20 to 25 participants. An Advisor from your office was due to attend but was unable to attend due to a last minute conflict. Your office was kept well informed of the outcomes of the meeting.
- At the meeting, it was agreed that CIT would conducted a survey of all Heart Health Program members. The survey was jointly created by members and CIT Fit & Well Manager. CIT Fit & Well received 97 responses from the approximately 120 Heart Health Program members, with only 12.5 per cent wishing to increase the size of classes to the original size of 40 to 50 participants.
- A second meeting was held on 10 October 2017 between Heart Health Program members, Sport & Fitness HOD, CIT Fit & Well Manager and HCS Director. At this meeting the survey results were presented to Heart Health Program members. All parties appeared to be happy with the outcomes.
- On 1 March 2018, Mr James Dunstan, Director of CIT Health, Community & Science received a letter from Mrs Vicki Dunne in which she expressed her concerns about the Heart Health Program, specifically the reduction in class sizes. Mr Dunstan responded to Mrs Dunne on 4 June 2018.
- On 26 July 2018, Mr Dunstan spoke with <sup>Sch 2.2(a)(ii)</sup>. She spoke about the need for increased government awareness and funding for opportunities for elderly in Canberra. <sup>Sch 2.2(a)(ii)</sup> asked for CIT to provide more professional name badges for

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participants which CIT has actioned. She suggested further meetings which CIT has agreed to arrange and make open to all participants of the program. <sup>Sch 2.2(a)(ii)</sup> expressed a desire to increase class sizes but understood the decision to keep smaller capped groups is based on the safety for all participants. <sup>Sch 2.2(a)(ii)</sup> was happy with the conversation and thanked CIT for providing a service to the elderly in Canberra.

- CIT Fit & Well held a meeting open to all Heart Health members on 22 August 2018. The purpose of the meeting was to look at: the way programs are currently being run at CIT Fit & Well, suggestions from members for future programs as well as any issues members might have with current programs. A presentation on the new booking system was also made, and members were given the opportunity to discuss any other relevant issues. The meeting was a great success and provided a good forum for members to discuss any concerns, to share their positive experiences of the program and to suggest possible improvements. At the meeting it was decided that another survey would be conducted. Minutes of the meeting were circulated to all members.
- An email was received from <sup>Sch 2.2(a)(ii)</sup> on 24 August 2018, addressed to Mr Dunstan, Director of CIT Health, Community & Science which read in part:

*“Whilst there may not always be agreement on opinions and issues, I see this as a wonderful opportunity for us to progress forward. With all involved remaining open to issues and sometimes concerns; it is hoped that the Bruce CIT Fit & Well HH programme can continue to forge ahead in such a way that shows the way forward for the rest of Canberra supporting similar programmes for older Canberrans wishing to maintain social connections in a fitness and wellbeing setting. It was great to see such positive moves like the proposed changes to the booking system, which may well lead further toward an example of best practice to others.”*

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**Portfolio:** Vocational Education and Skills

## **ISSUE: Student Numbers – Aboriginal and Torres Strait Islander Students**

### **Talking points:**

- The number of Aboriginal & Torres Strait Islander people accessing CIT continues to grow.
- CIT aims to close the gap in educational outcomes through policy and practices that seek to improve vocational training outcomes for Aboriginal and Torres Strait Islander people.
- CIT has a number of key strategies that focus on the needs of Australia's First Nations. The leading stratagem has been the elevation of the CIT Yurauna Centre, focusing specifically on Aboriginal and Torres Strait Islander cultural practices in everyday learning.

### **Key Information**

- The CIT Yurauna Centre is a community focused multi-functional Cultural Education Centre that brings individuals together to learn in a culturally safe environment. The Centre is a gathering place that provides opportunity for people to find real solutions.
- As at 22 October 2018 Aboriginal and Torres Strait Islander enrolment numbers are at 1077.
- Key strategies include:
  - culturally safe pastoral support;
  - access to financial support including fee assistance and scholarships to remove barriers to VET; and
  - workshops and podcasting are among the tools being utilised within Yurauna to retain culture and history whilst providing students with media, writing and presentation skills.

Cleared as complete and accurate: 23/10/2018  
Cleared by: Paula McKenry, Executive Director Ext: 73106  
Information Officer name: Caroline Hughes  
Contact Officer name: Caroline Hughes Ext: 73308  
Lead Directorate: Chief Minister, Treasury and Economic Development

## Background Information

- The CIT Yurauna Centre offers a unique holistic approach, working with individuals and groups to reach their potential by providing the salient ingredient to success – culturally safe learning practices.
- Programs accessed through the CIT Yurauna Centre include:
  - Certificate II General Education;
  - ACT Year 12 Program; and
  - Industry related programs ie community services sector, apprenticeships, ASBAs, Health and Community, Information Technology, Business, Accounting etc.

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**Portfolio/s:** Vocational Education and Skills

**ISSUE:** **2017 Survey Results—VET Learner Engagement and Employer Satisfaction; Higher Education Graduate Outcomes and Student Experience**

**Talking points:**

- As required of all Registered Training Organisations, CIT uses the national survey tools to seek feedback from students and user choice employers. These have only recently closed and detailed analysis is not yet available. An early check of the data indicates positive results for CIT.
- The Learner Engagement Survey (LES) collects feedback from students on their experiences about their learning and training and assessment quality at CIT. A total of 1,690 eligible students responded to the survey between 22 August and 16 September 2017 (compared to 1,603 in 2016). Overall 91.4 per cent of respondents were satisfied with the training at CIT in 2017 (compared to 91.6 per cent in 2016).
- The Employer Satisfaction Survey (ESS) collects feedback from employers of CIT apprentices and trainees on competency development and training and assessment quality. A total of 500 employers responded to the survey between 22 August and 16 September 2017 (compared to 560 in 2016). Overall 87.4 per cent of respondents were satisfied with the training at CIT in 2017 (compared to 85.1 per cent in 2016).
- The survey results demonstrate that Learners and Employers are satisfied with CIT services. While percentages may vary insignificantly year to year, satisfaction with CIT consistently rates higher than the national average (NCVER data).
- CIT expanded access to the Learner Engagement Survey (LES) for international students by providing translations of the survey in Vietnamese, Mandarin, Farsi and Spanish.
- The 2017 Higher Education Graduate Outcomes Survey shows positive responses for CIT; the 2018 survey has not yet been completed.

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Lead Directorate: Chief Minister, Treasury and Economic Development

- Last year’s Higher Education Student Experience Survey identified weaknesses in the games programming degree which the CIT College has sought to address; the 2018 survey has not yet been completed.
- CIT uses the survey results as part of its continuous quality improvement strategies and innovative learning resources projects to help develop improvement actions for related issues.

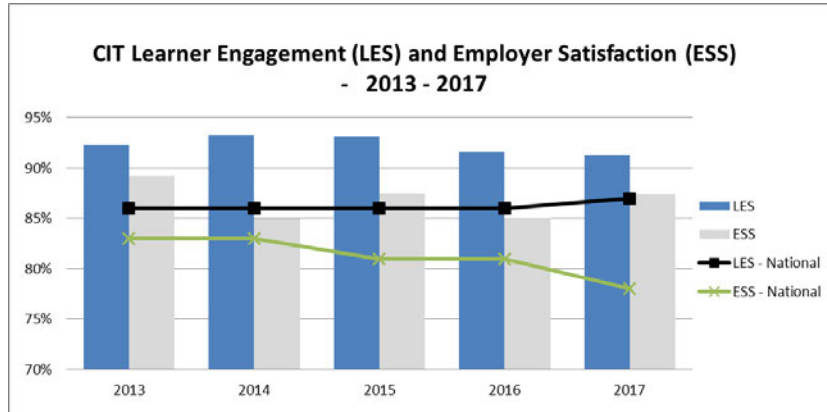
## Key Information

- CIT’s VET survey results remain consistently high and are just about average compared to other states and territories.
- Some employer concerns were identified in the Employer Satisfaction Survey with some related to Skills Canberra introduced MyProfiling—an online tool seeking direct information from employers about their student’s progress.
- Various strategies are continuing within CIT to improve awareness, accessibility and correct usage of MyProfiling
- Translated versions of the survey were made possible by multi-lingual staff.
- Low numbers of higher education students at CIT result in low survey responses.
- The 2017 Graduate Outcome Survey results (based on 2016 graduates) showed a commendable response rate of 76.9 per cent, compared to the national response rate average of 37.7 per cent.
- While generally positive responses were received within the 2017 Student Experience Survey relating to the Bachelor of Forensic Science, less favourable responses were received relating to the Bachelor of Games and Virtual Worlds which will form the basis of a review of this degree.
- 2017 Learner Engagement and Employer Satisfaction Survey results are below.

<b>Learner Engagement and Employer Satisfaction Survey Results (2014 – 2017)</b>	<b>% (2014)</b>	<b>% (2015)</b>	<b>% (2016)</b>	<b>% (2017)</b>
<b>Learner Engagement</b>	93.3	93.1	91.6	91.4
<b>Employer Satisfaction</b>	85.0	87.5	85.1	87.4

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 Cleared by: Paula McKenry – Executive Director Ext: 73106  
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 Lead Directorate: Chief Minister, Treasury and Economic Development

- National comparison:



## Background Information

- The Learner Engagement Survey and Employer Satisfaction Survey tools were designed by the Australian Council for Educational Research (ACER) to collect feedback from students relating to learner engagement and employers relating to service satisfaction.
- Last year's overall VET Learner Engagement Survey result was 91.3 per cent, 0.6 per cent lower than 2016; and the Employer Satisfaction Survey was 87.4 per cent in 2017, a 2.3 per cent increase from 2016 (85.1 per cent).
- Survey results are used to help improve the services and facilities.

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**Portfolio/s:** Vocational Education and Skills

**ISSUE:** Update to the Training and Assessment Requirement for Teaching Staff

## Talking points:

- The new national requirements for VET trainers and assessors will apply from 1 April 2019. Over 200 CIT staff already meet these requirements.
- CIT's expanded and targeted professional development will ensure the remaining approximately 400 staff will meet the requirements by the end of March 2019.
- CIT is supporting 250 VET teachers from the Education Directorate to upskill, to meet this requirement.

## Key Information

- The new national requirements were introduced in a 2017 amendment to the legislative instrument: *Standards for Registered Training Organisations (2015)*.

## Background Information

- From April 2019, all trainers and assessors need either the *Certificate IV in Training and Assessment TAE40116* OR the previous *Certificate IV in Training and Assessment TAE40110* and two additional competencies in assessment and Language, Literacy and Numeracy (LLN).
- This requires an investment of up to 30 hours of professional development for each staff member to ensure the requirements are met.
- CIT is currently only focusing on providing the additional competencies which ensures compliance and skill improvement for both CIT and the Education Directorate.
- Upgrades to the current qualification will occur later in 2019.

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**Portfolio:** Vocational Education and Skills

**ISSUE:** CIT Strategic Compass Projects 2020

**Talking points:**

- CIT's *Strategic Compass 2020 - Evolving Together* was launched by you and the CIT Board Chair in August 2016, setting CIT's new direction and priorities to 2020. Its goal is to further strengthen CIT's position as a quality VET leader. The ACT Government committed an additional \$8.1 million of National Partnership Funding to CIT to support the implementation of the Strategic Compass Projects to the end of 2017.
- The Board prioritised ongoing support for Strategic Compass project work in CIT's Budget for 2018 including a greater focus on the fourth pillar of the *Strategic Compass: Transforming our Business – investing in our business for viability and value*. This included increasing the investment in CIT's staff, as part of a learning and growth organisation.
- As part of the *Evolving Together Project* there has been a significant dispositional shift in the culture of the leadership group (35 key staff) during 2018 including a recognition that they, and CIT more broadly need to work differently to meet the training needs required for the future of work. This shift in culture to embrace collaboration and innovation, has been reinforced through the success of the *Product Innovation Project* undertaken in partnership with the Canberra Innovation Network (CBRIN).
- The outcomes of the nine projects under the *Strategic Compass 2020 – Evolving Together* banner are bringing improvements for students, staff, industry and the community through enhanced teaching and learning, enhanced digital experiences, improved student experiences and expanded employer and industry partnerships.

Cleared as complete and accurate: 23/10/2018  
Cleared by: Leanne Cover, Chief Executive Officer Ext: 73107

Contact Officer name: Catherine Hudson Ext: 73527  
Lead Directorate: Chief Minister, Treasury and Economic Development

## Background Information

- The projects are:
  - Evolving Together
  - Digitalisation
  - Australian Apprenticeship II
  - Evolving Teacher
  - Innovative Learning Resources
  - Customer Experience Journey
  - Business Development and Industry
  - Product Innovation Project
  - Campus Renewal

Cleared as complete and accurate: 23/10/2018  
Cleared by: Leanne Cover, Chief Executive Officer Ext: 73107

Contact Officer name: Catherine Hudson Ext: 73527  
Lead Directorate: Chief Minister, Treasury and Economic Development

**Portfolio:** Vocational Education and Skills

**ISSUE:**        **Accountability Indicators**

## Talking points:

- CIT delivered 2.93 million nominal hours of Profile training to students in the 2017 calendar year. This is an increase of 3.4 per cent over 2016.
- CIT's qualitative accountability indicators show that CIT continues to deliver a high standard of training that meets student and industry requirements.

## Key Information

- CIT is continuing to recover and grow its student numbers following the market disruption experienced in 2016 as a result of:
  - an increase in competition for students from low-cost providers taking advantage of the Commonwealth's VET FEE HELP deferred payment program; and
  - the introduction of the competitive ACT Skilled Capital program which attracted students that otherwise would have enrolled under the existing Profile scheme.

## Background Information

- **Government Payment per Nominal Hour** was greater than budget due to lower than budgeted Nominal Hours.
- **Module pass rates** were above target due to CIT's continued focus on high-quality and relevant training and support for CIT's students, as reflected in CIT's 2017 Learner Engagement Survey results.
- **Learner engagement and employer satisfaction surveys** were above target showing overall levels of satisfaction with the training of 91 and 87 per cent respectively, reflecting employers' and students' positive view of their experience of CIT training.
- **Learner Satisfaction Rate** results were based on the survey of students enrolled in nationally accredited programs. CIT has continued to improve its effectiveness and responsiveness in skilling students with contemporary training methods which have been positively received by industry and students alike.

Cleared as complete and accurate: 29/10/2018  
Cleared by: Andrew Whale, Executive Director        Ext:78960

Contact Officer name: Karl Caig        Ext:73367  
Lead Directorate: Chief Minister, Treasury and Economic Development

**Portfolio:** Vocational Education and Skills

**ISSUE:** CIT Staffing Numbers

**Talking points:**

- Between the 2016 and 2017 CIT Annual Reports, there was very little change in CIT's staffing, most metrics changed by less than 1 per cent.
- However CIT's staffing does fluctuate throughout the year to best meet the needs of our students and reflects that we are demand-responsive organisation.
- CIT combines various employment arrangements including flexible employment options for teachers (including casual and temporary employment) to ensure CIT remains current, competitive and meets the needs of industry.

**Key Information**

- The number of staff paid decreased from 859 (at payday 1 December 2016) to 846 (at payday 13 December 2017).
- Total average FTE decreased from 696.1 in 2016 to 693.9 in 2017 (down by 0.3 per cent).
- There was a decrease in casual employment (particularly of casual teachers), and a corresponding increase in temporary employment.

**Background Information**

- The Vocational Education Training (VET) sector engages a mix of technical and industry expertise to ensure students are given current, up-to-the-minute skills. This is reflected across CIT's workforce.

Cleared as complete and accurate: 22/10/2018  
Cleared by: Andrew Whale - Executive Director Ext: 78960  
Information Officer name:  
Contact Officer name: Karen Dahlstrom Ext: 50647  
Lead Directorate: Chief Minister, Treasury and Economic Development



**Portfolio:** Vocational Education and Skills

**ISSUE:** CIT Course Enrolments

## Talking points:

- CIT and CIT Solutions provide training to approximately 30,000 students annually. In 2017 this included:
  - 13,451 students enrolled in subsidised vocational programs;
  - 9,532 students enrolled in commercial vocational programs (including international students); and
  - 8,186 students in adult and community education (ACE) programs.
- In 2017 67.2 per cent of students were from the ACT, 18.7 per cent from NSW, 8.3 per cent came from other Australian states and territories, and 5.8 per cent from overseas.
- CIT's student numbers have continued to increase in 2018. As at the end of September 2018, CIT and CIT Solutions had enrolled approximately 27,800 students for the year, up from approximately 26,100 for the same period in 2017 (a 6.5 per cent increase).

## Key Information

- From 2014 to 2016 there was a steady decline in CIT (excluding CIT Solutions) Student Activity (nominal hours) numbers, with activity increasing again in 2017:
  - 2014 - 5,672,390
  - 2015 - 5,221,662
  - 2016 - 4,535,844
  - 2017 - 4,765,756

Cleared as complete and accurate: 22/10/2018  
Cleared by: Andrew Whale – Executive Director Ext: 78960  
Information Officer name: Karl Caig  
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Lead Directorate: Chief Minister, Treasury and Economic Development

- Student activity per College for 2017 was:

College	%
Health, Community and Science	29%
Technology and Design	22%
Trade Skills and Vocational Learning	19%
Business, Tourism and Accounting	12%
Pathways College	6%

*\*note: a small percentage of courses are delivered outside of these Colleges, such as in the Yurauna Centre and at CIT Solutions.*

## Background Information

- CIT's enrolments experienced significant market disruption in 2016 as a result of:
  - an increase in competition for students from low-cost providers taking advantage of the Commonwealth's VET Fee Help deferred payment program; and
  - the introduction of the competitive ACT Skilled Capital program which attracted students that otherwise would have enrolled under the existing profile scheme.

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 Lead Directorate: Chief Minister, Treasury and Economic Development

**Portfolio:** Vocational Education and Skills

**ISSUE: CIT FINANCIAL PERFORMANCE**

**Talking points:**

- In 2017, CIT continued to deliver quality government funded and commercial training, maintaining high student and employer satisfaction rates, whilst facing the continuing challenges of regulatory uncertainty, intense competition and changes to significant funding arrangements.
- CIT continued to actively improve its responsiveness to customer expectations and its effectiveness in skilling students using contemporary training methods, which have been positively received by industry and students alike, while maintaining a sound financial position.
- In accordance with the Parliamentary Agreement for the 9<sup>th</sup> Legislative Assembly for the ACT, CIT's ability to deliver quality training continued to be supported by the ACT Government.

**Key Information**

- The ACT Government provided appropriation funding for CIT of \$70.0 million (66.8 per cent of total revenue).
- Total revenue was \$6.5 million (5.8 per cent) lower than the previous calendar year, primarily due to a decrease in ACT Government grant funding for the Strategic Compass 2020 projects (2017 - \$0.9 million; 2016 - \$7.2 million).
- Total expenses of \$114.9 million were \$2.6 million (2.2 per cent) lower than budget and \$2.6 million (2.3 per cent) higher than the previous calendar year due to expenditure relating to the CIT Australian Apprenticeships Skills Reform project and the Structural Reforms project implementation and a \$1.0 million (1.5 per cent) increase in employee expenses resulting from salary increases in April 2017 as per the Enterprise Bargaining Agreement.

Cleared as complete and accurate: 23/10/2018  
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Director  
Information Officer name: Greg Tong  
Contact Officer name: Greg Tong      Ext: 73197  
Lead Directorate: Chief Minister, Treasury and  
Economic Development

## Background Information

### Operating Statement for the year ended 31 December 2017

	Actual	Budget	Actual	Variance Budget 2017 to		Variance Actual 2016 to	
	2017	2017	2016	Actual 2017		Actual 2017	
	\$'000	\$'000	\$'000	\$'000	%	\$'000	%
Controlled Recurrent Payments	70,023	70,023	69,939	0	0.0%	-84	-0.1%
User Charges	32,807	30,300	30,924	-2,507	-8.3%	-1,883	-6.1%
Government Grants	967	1,931	8,580	964	49.9%	7,613	88.7%
Interest	398	300	308	-98	-32.7%	-90	-29.2%
Resources Received Free of Charge	156	35	79	-121	-345.7%	-77	-97.5%
Other Revenue	593	600	1,610	7	1.2%	1,017	63.2%
<i>Total Revenue</i>	104,944	103,189	111,440	-1,755	-1.7%	6,496	5.8%
Other Gains	2	500	43	498	99.6%	41	95.3%
<b>Total Income</b>	<b>104,946</b>	<b>103,689</b>	<b>111,483</b>	<b>-1,257</b>	<b>-1.2%</b>	<b>6,537</b>	<b>5.9%</b>
Employee Expenses	60,650	60,739	59,720	89	0.1%	-930	-1.6%
Superannuation Expenses	8,601	8,743	8,519	142	1.6%	-82	-1.0%
Supplies and Services	35,240	37,650	33,487	2,410	6.4%	-1,753	-5.2%
Depreciation and Amortisation	8,715	8,196	8,420	-519	-6.3%	-295	-3.5%
Other Expenses	1,650	2,090	2,076	440	21.1%	426	20.5%
<b>Total Expenses</b>	<b>114,856</b>	<b>117,418</b>	<b>112,222</b>	<b>2,562</b>	<b>2.2%</b>	<b>-2,634</b>	<b>-2.3%</b>
<b>Operating Result</b>	<b>-9,910</b>	<b>-13,729</b>	<b>-739</b>	<b>-3,819</b>	<b>27.8%</b>	<b>9,171</b>	<b>-1241.0%</b>
Increase in Asset Revaluation Surplus	20,377	-	-	-	-	-20,377	100.0%
<b>Total Comprehensive Surplus / (Deficit)</b>	<b>10,467</b>	<b>-13,729</b>	<b>-739</b>				

Cleared as complete and accurate: 23/10/2018  
 Cleared by: Andrew Whale - Executive Ext: 78960  
 Director  
 Information Officer name: Greg Tong  
 Contact Officer name: Greg Tong Ext: 73197  
 Lead Directorate: Chief Minister, Treasury and  
 Economic Development

Add reference number

**Portfolio/s:** Health and Wellbeing  
Higher Education

**ISSUE: HEALTHY AND ACTIVE LIVING BUDGET**

**Talking points:**

- The ACT Government is providing \$4 million from 2017-18 for four years to develop a comprehensive cross-sector approach to support healthy and active living and prioritise prevention.
- This builds on the foundations created under the Healthy Weight Initiative, with continued centralised coordination based in Chief Minister, Treasury and Economic Development directorate.

**Key Information**

- The Workforce, Governance and Capability division in Chief Minister, Treasury and Economic Development Directorate provided central coordination to support the *Healthy Weight Initiative*, which commenced in 2013.
- The Economic Development division in CMTEDD is the central coordination point for development of the *Healthy and Active Living Strategy*. There is a significant amount of work across government that already contributes to promoting and protecting health and wellbeing. Some examples include: health promotion and prevention in ACT Health; health promotion in Education; planning and sustainability in EPSDD; active travel in TCCS; and early intervention work in CSD. The approach for the Healthy and Active Living Strategy is to align with, and enhance, these activities to maximise impact. Additional activities will not duplicate existing work and programs.
- In addition to providing a coordination role, the Economic Development division has a number of business units whose functions can also contribute to a more comprehensive approach to preventive health.
- The Sport and Recreation and artsACT teams are relevant to individuals and communities embedding healthy and active living as their way of life. The Tertiary Education, Training and Research and Innovation teams align with a greater focus on economic opportunities for Canberra arising from a more comprehensive approach to preventive health. Visit Canberra, Events ACT and Study Canberra provide linkages to promoting Canberra as a destination of choice for the healthy and active lifestyle available here.
- ACT Health and the Chief Health Officer continue to have primary responsibility for preventive health policy and understanding the challenges for the ACT.

Cleared as complete and accurate: 06/11/2018  
Cleared by: Deputy Director-General Ext: x75564  
Information Officer name: Kareena Arthy  
Contact Officer name: Helen Stokes Ext: x50958  
Lead Directorate: Chief Minister, Treasury and Economic Development

TRIM Ref:

- The Healthy and Active Living team in Economic Development, CMTEDD has two FTE funded from the \$1 million annual allocation, one SOG A and one SOG C. ACT Health fund a seconded officer supporting this work, who is based three days a week in CMTEDD and two days a week in ACT Health.

## Background Information

- Healthy and Active Living funding from 2017-18 in the amount of \$274,000 had not been allocated as the transition from the Healthy Weight Initiative is still being finalised. This funding was re-profiled to 2018-19 and will be available to support priorities under the *Healthy and Active Living Strategy* being developed.
- *Healthy Weight Initiative* funding from 2017-18 in the amount of \$280,000 that had not been allocated was re-profiled to 2018-19. This is supporting continued delivery of existing programs such as *It's Your Move*, *Fresh Tastes* and *Ride or Walk to School* that promote healthy eating and physical activity for our school children.

Cleared as complete and accurate: 06/11/2018  
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Lead Directorate: Chief Minister, Treasury and Economic Development

TRIM Ref:

**ISSUE: BOARD APPOINTMENTS**

**Talking points:**

**Building and Construction Training Fund Authority**

- The Building and Construction Industry Training Fund Authority (the TFA) is responsible for providing funding for the training of eligible workers in the ACT building and construction industry.
- Under Section 7 of the *Building and Construction Industry Training Levy Act 1999* the TFA Board consists of an independent Chairman, two employer representatives and two employee representatives. The Chief Executive Officer (CEO) of the TFA is also on the Board as a non-voting member.
- The ACT Government seeks nominations for the TFA Board from key industry stakeholders. In July 2018, all nominated individuals were appointed to the TFA Board for a three year term, expiring 30 June 2021.
- Current TFA Board membership is outlined below.

**University of Canberra Council**

- The University of Canberra (UC) Council is the governing authority of the University as established by the *University of Canberra Act 1989 (ACT)*(the Act).
- It is responsible for UC's strategic direction, budget, business plan, executive and University performance; legislation and policies; overseeing and monitoring academic activities; overseeing and monitoring risk management, systems of control and accountability; overseeing management and control of property and business affairs; and management of UC Council's own affairs.

Cleared as complete and accurate: 05/11/2018  
Cleared by: Executive Director Ext:72004  
Information Officer name: Ian Cox  
Contact Officer name: Ellis Maher Ext:57289  
Lead Directorate: Chief Minister, Treasury and  
Economic Development

- Section 11(1) (d) of the Act provides the Chief Minister with the power and sole discretion to appoint eight of the 15 members to the UC Council.
- Section 11 (2) of the Act specifies members must not be appointed for a term longer than three years; or for a total period of longer than nine years without the Council's agreement.
- Current UC Council membership is outlined below.

## **Canberra Institute of Technology (CIT) Board**

- The Canberra Institute of Technology (CIT) Board commenced operation on 1 July 2015 replacing the CIT Advisory Council with the intent of bringing private sector expertise and a stronger commercial focus to its direction setting and decision making.
- The CIT Board is responsible for setting CIT's policies and strategies, governing CIT consistently, ensuring that CIT operates in a proper, effective and efficient way, and ensuring CIT complies with applicable government policies.
- The Board must consist of at least nine and no more than eleven members, which includes a staff member and a student member; the CIT Chief Executive Officer; a member from the administrative unit responsible for education and training; a member from the administrative unit responsible for economic development; and up to six members with experience and expertise in business and industry, social policy, law, human resources, finance and digital technology.
- All appointments are made under section 11 of the *Canberra Institute of Technology Act 1987*.
- Current CIT Board membership is outlined below.

Cleared as complete and accurate:	05/11/2018	
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Lead Directorate:	Chief Minister, Treasury and Economic Development	



## Key Information

### Building and Construction Training Fund Authority

- Previous appointments expired on 30 June 2018. All incumbent members were re-nominated, with the exception of Mr Jason O'Mara, whose nomination from the CFMEU was replaced by a nomination for Mr Zachary Smith.
- Nominating organisations were asked to consider the ACT Government's commitment to encouraging diversity across all boards and committees. However, the current Board membership does not currently meet the ACT Government's diversity target.
- Despite this, all proposed nominations were supported by the Office for Women, Office of Multicultural Affairs, Office for Aboriginal and Torres Strait Islander Affairs, Office for LGBTIQ Affairs and Office for Disability.
- As the TFA Board appointments are statutory, following Cabinet endorsement, the Standing Committee on Education, Employment and Youth Affairs was consulted on the appointments.
- All nominated individuals were appointed to the TFA Board for a three year term, with notification of the appointments occurring through legislative instrument. The TFA Board Chair (Mr James Service) and all members have been re-appointed on numerous occasions.
- Members have historically served on the TFA Board for significant periods of time (ranging from five years, to 18.5 years). Members have been reappointed in either two or three year increments following the recommendation of the nominating bodies.
- A list of current TFA Board membership is below.

Member	Position	Nominating Organisation	First appointed	Expiry date
Mr James Service	Chair	N/A	10 November 1999	30 June 2021
Mr Stuart Sampson	Employer representative	Housing Industry Association	1 July 2013	30 June 2021
Ms Graciete Ferreira	Employer representative	Master Builders Association (supported by Office for Women)	1 July 2016	30 June 2021
Mr Neville Betts	Employee representative	UnionsACT	1 July 2009	30 June 2021
Mr Zachary Smith	Employee representative	Construction, Forestry, Mining and Energy Union (CFMEU)	1 July 2018	30 June 2021
Mr Glenn Carter (TFA CEO)	Non-voting member	N/A	1 January 2014	Not applicable
Previous Member	Position	Nominating Organisation	First appointed	Expiry date
Mr Jason O'Mara	Employee representative	CFMEU	30 April 2010	30 June 2018

Cleared as complete and accurate: 05/11/2018  
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## University of Canberra Council

- There are currently three vacancies on the UC Council which arose in mid-2018.
- These vacancies were considered by Cabinet on 11 September 2018.
- In accordance with the requirements of sections 227 and 228 of the *Legislation Act 2001*, the relevant Minister must consult with the Legislative Assembly Standing Committee on Education, Employment and Youth Affairs (the Standing Committee) about the proposed appointments and must not make an appointment to a statutory position until a recommendation is received, or 30 days have passed since the consultation took place, whichever happens first.
- The 30 day period commenced on 19 September 2018, following delivery of the consultation letter to the Standing Committee's Secretary, and accordingly expired on 19 October 2018. The Standing Committee responded to the Minister on 2 October 2018 that it had no recommendations concerning the proposed appointees. Accordingly, appointments are in the process of being finalised through legislative instrument.
- Going forward, the ACT Government and UC have agreed on a revised process for the selection and assessment of candidates for future Council vacancies arising under section 11 (1)(d) of the Act, including the next UC Council vacancy arising at the end of January 2019.
- This new process provides a transparent and rigorous approach to candidate selection and assessment, ensures the most qualified people are appointed, and provides a considered approach to ensuring equity and the right balance of skills, gender and expertise.
- It will involve a co-branded ACT Government-UC expressions of interest (EOI) process, the establishment of a Joint Selection Panel (JSP), from the JSP follows UC's recommendation of at least three suitably qualified candidates for each vacancy to the Chief Minister, and use of the ACT Diversity Register, which was not available in the current expression of interest process.
- A list of current UC Council members, and their terms, is provided below:

Name	Category of Appointment	Term of Office
Professor Tom Calma AO	Chancellor	1 January 2014 – 31 December 2019
Professor H. Deep Saini	Vice-Chancellor & President (ex officio)	1 September 2016 – 31 August 2021
Professor Dharmendra Sharma	Chair, Academic Board (ex officio)	1 January 2014 – 31 December 2019
Ms Prudence (Prue) Power AM	Chief Minister	1 January 2010 – 29 January 2019
Dr Chris Faulks - Deputy Chancellor	Chief Minister	1 January 2014 – 30 June 2020
Mr David Sturgiss	Chief Minister	23 January 2018 – 22 January 2021
Mr Barry Mewett	Chief Minister	21 October 2011 – 20 October 2020
Mr Glenn Keys AO	Chief Minister	1 July 2017 - 30 June 2020

Cleared as complete and accurate: 05/11/2018  
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Vacant	Chief Minister	-
Vacant	Chief Minister	-
Vacant	Chief Minister	-
Dr Holly Northam	Academic Staff	1 January 2018 - 31 December 2019
Ms Mara Eversons	General Staff	1 January 2018 - 31 December 2019
Mr Ian Dudley	Undergraduate Student	1 January 2018 - 31 December 2018
Ms Berenice Talamantes-Becerra	Postgraduate Student	1 January 2018 - 31 December 2018

- On 21 June 2017 the Chief Minister appointed Mr Barry Mewett, Mr Glenn Keys AO and Dr Chris Faulks.
- In January 2018 the Chief Minister appointed Mr David Sturgiss.

### Canberra Institute of Technology (CIT) Board

- The current CIT Board membership is listed below. Cabinet has approved all of these appointments, with consultation for diversity targets being done and passed prior to Cabinet.
- Further information regarding CIT governance is contained in Annual Report brief No. 14 *CIT Governing Board and Governance Review*.

Member	Position
Mr Craig Sloan	Chair
Ms Michelle Melbourne	Deputy Chair
Mr Peter McGrath	Member
Mr Raymond Garrand	Member
Professor Frances Shannon	Member
Mr Nigel Phair	Member
Ms Anita Wesley	Staff Member
Mr Brendan Moore	Student Member
Ms Natalie Howson	Director-General, Education Directorate
Ms Kareena Arthy	Deputy Director-General, Economic Development
Ms Leanne Cover	CIT Chief Executive Officer

Cleared as complete and accurate: 05/11/2018  
 Cleared by: Executive Director Ext:72004  
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 Lead Directorate: Chief Minister, Treasury and Economic Development

**ISSUE: SKILLS CANBERRA FINANCIAL ROLLOVER****Talking points:**

- The majority of this 'underspend' is in the Skills area, in which significant rollovers have been common in recent years. The key factors influencing the size of the rollover for 18-19 include:
  - The timing and relative uncertainty of Commonwealth Payments to the Territory for vocational education and training.
  - The funding model which pays for the VET qualifications over a number of years.
  - The main programs funded by Skills Canberra (Australian Apprenticeships and Skilled Capital) are demand driven.
- Economic Development is working with Strategic Finance to better allocate funding over future years to better reflect the likely timing of its expenditure.

**Key Information**

- The ACT has received a number of large, non-recurrent payments through NPs, the quantum of which are not guaranteed until payment. The timing and magnitude of these payments has a significant impact on the rollover amount.
- The current funding model for the VET sector enables payments to be made over an extended period of time. In actuality, when a student commences a qualification that costs \$14000, the funding it is paid out over the duration of the student's training, which for an apprentice, is typically 4 years. (So the majority of the rollover amount is already committed to paying for the training of existing students.)
- Many programs facilitated by Skills Canberra are demand driven. As a result, enrolment numbers have a direct impact on program expenditure. While ACT training numbers have significantly increased since 2014-15, the financial impact of those increases will be most keenly felt in the next few financial years as the students progress through their training.

**Background Information**

- Nil.

Cleared as complete and accurate: 01/11/2018  
Cleared by: Director Ext: 74791  
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Lead Directorate: Chief Minister, Treasury and  
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