

# EMPLOYMENT AND SKILLS FORMATION NETWORK

for the

Limestone Coast Region

Annual Implementation Plan 2009-10  
(Part 3)

***South Australia Works in the Regions***

**ENDORSEMENT**

The Network participated in local consultation in the development of this Employment and Skills Formation Network Plan. It is endorsed by the:

Signature

Chair        Grant King

Date        <Insert date signed>

*South Australia Works in the Regions* funds allocated to deliver this plan will be placed with Limestone Coast Regional Development Board and is endorsed by:

Signature

Chair        Dale Baker

Date        <Insert date signed>

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## ***South Australia Works in the Regions***

### **GRANTEE/NETWORK INTRODUCTION**

The Limestone Coast Regional Development Board (LCRDB) is a partnership funded by the South Australian Government and seven local Councils, which comprise the South East Local Government Association. The *South Australia Works in the Region* program enables the LCRDB to carry out projects to meet the training and employment objectives of the Limestone Coast Region. Successful delivery, monitoring and review of these projects are carried out by the LCRDB and the Limestone Coast Employment Skills Formation Network (LCESFN). The LCESFN operates across three levels within the Limestone Coast Region:

- The *South Australia Works in the Regions* Team includes the Executive Officer (LCRDB) and the Limestone Coast South Australia Works Regional Coordinator (DFEEST) who are directly responsible for the operational and strategic activities of the *South Australia Works in the Region* Program. The *South Australia Works* Team attend a diverse range of committee meetings from community to industry, which impact on *South Australia Works* target groups across the Limestone Coast.
- The *South Australia Works in the Regions* Limestone Coast Steering Committee consists of voluntary members representing the LCRDB, DFEEST, DEEWR, Non-

- Government Community sector, Employment, Education and Training agencies. All committee members are actively involved in the local training and/or employment roles. This committee meets bi-monthly. The membership and terms of reference are determined by the LCRDB.
- A broader network membership of more than 160 people is consulted via email. These individuals are from Government (Local, State, Commonwealth), non-Government agencies and local industry.

The Steering Committee provides advice on strategic and action planning, project development and endorses the *South Australia Works in the Regions* plans and project recommendations submitted by the *South Australia Works in the Regions* Team. The email membership has contributed to the 2009-2012 strategic planning process through interactive surveying.

The LCRDB works closely with the LCESFN in the delivery of the *South Australia Works in the Regions* program. The LCRDB operates within a Strategic Plan, which outlines a number of strategies aimed at developing the region. In particular, Goal 2; *“To increase education and training participation to enhance the skills base of the region and meet the current and future workforce needs of business &*

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*industry,”* fits strongly with the vision of the LCESFN: “*An inclusive and innovative community built by skilled individuals and businesses.*” The plans of the LCRDB and the LCESFN are grounded by the six building blocks that form the structure of South Australia’s Strategic Plan. This synchronicity of plans enables a targeted and coordinated approach to common issues, and ensures that energy and resources are not duplicated.

The *South Australia Works in the Regions* program aims to link people with skills and jobs, and has been successful in achieving this aim in the Limestone Coast Region. In addition, it has provided the LCRDB with a broader perspective on issues relating to education, training and employment services through the networking practices, which it has established. The *South Australia Works in the Regions* Team in conjunction with the Steering Committee have ensured that consultation and communication is unbiased, broad and inclusive and stakeholders have a range of opportunities for involvement and representation. The LCESFN has developed partnerships and linkages within the region, and is well positioned to leverage funds and intelligence so that the 2009-2010 Implementation plan reflects the needs of the Limestone Coast.

## **OVERVIEW OF ACTIVITIES AND ACHIEVEMENTS FROM 2006-09**

The Limestone Coast Employment and Skills Formation Network is on target to exceed anticipated employment outcomes for 2008-09. Projects have been carried out within four objectives; Workforce Development, Innovation, Career Development and Learning Culture.

Initiatives that were successful in supporting young people gain skills to enter the workforce include *Maths @ Work*, individual career development and targeted training through the *Career Development Centre*, attraction to and information about local industries through the *Career Expo*. The *Gaining Ground* project enabled young parents to gain accredited training and life skills in a mentored environment.

Past initiatives that have been successful in supporting mature age people include the Engineering Forum, viticulture training, individual career development and targeted training through the *Career Development Planning* project (Career Development Centre) and attraction to and information about local industries through the *Career Expo*.

Initiatives that were successful in supporting Indigenous people include the *Count Me In* project, which provided people with case management and support through a

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partnered approach with the Blue Light Outdoor Adventure Program of the South Australia Police.

The *Workforce Barriers-Migrants* project provided case management to the spouses of skilled migrants, assisting people from cultural and linguistically diverse backgrounds to adapt to Australian culture and provided individual guidance to link with the Regions training and employment sector. Other projects have included support for farmers affected by drought; and increasing the workforce of regional businesses through improving their practices and processes.

The project *Career Development Planning* (Career Development Centre) has supported over 1,000 individuals to seek, apply for and successfully achieve employment, training and volunteer experiences, since its inception in 2006. This major project services 52% of the programs participants and is scheduled to achieve higher employment outcomes than its anticipated 54% target.

## **HOW THIS PLAN WAS DEVELOPED**

Information and data for this Implementation Plan has been gathered from a range of sources across the Limestone Coast over an intensive four-month period. The initial information planning began with evaluation of the 2006-2009 Strategic plan and the activities from the 2008-2009 Implementation Plan. Strategic direction and guidance has been sought from the Limestone Coast Employment Skills Formation Network.

Project ideas that will address the employment and training issues for the region have been generated through a survey and extensive consultation with key stakeholders, community groups and interviews with previous *South Australia Works* subcontractors that managed successful projects.

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### **OBJECTIVE 1 - Increasing Workforce Participation**

#### **Strategy 1 - Engaging the *South Australia Works in the Regions* target groups**

##### **Rationale:**

The analysis of the survey indicated a greater focus was needed on work experience, lack of jobs or apprenticeships, and personal barriers to employment. Other barriers to employment faced by unemployed people in the region included: geographical and social isolation due to a lack of services such as public transport, lack of community and health support services, unstable living arrangements (homelessness) and cultural differences.

The consultation process identified that many young people and the long term unemployed face significant personal barriers to be overcome before being ready to actively engage with employment and training opportunities including poor presentation and communication skills.

Initiatives that will be instigated under this objective are:

##### **01-S1-I1 Expressing Yourself**

This initiative will target disengaged young people, young parents and people not currently participating in the labour market. The project will help prepare them for the world of work and provide coaching on presentation skills,

communication skills, employer expectations, work ethics and budgeting skills. People will be assisted to develop a career plan and supported to achieve career goals.

Career plans will link directly with registered training providers funded through the Productivity Places Program to access accredited training in childcare, hospitality, catering, fitness and retail. People will be case managed in this project and be supported into employment opportunities upon successful completion of training.

#### **Strategy 2 - Removing Structural Barriers and Providing Work Structure**

##### **Rationale:**

The most significant structural barrier isolating and affecting young people and new residents (migrants and refugees) is a lack of suitable public transport. This forces people to obtain a drivers license to be able to attend learning, training and employment. Smaller towns with significant migrant populations such as Naracoorte and Bordertown have limited access to instructors and people struggle to obtain the required number of driving hours. Previous projects have assisted people with transport to and from training and employment, but the issue appears greater in assisting people to achieve independence.

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Another structural barrier facing the region's young mothers and isolated migrant women in smaller rural communities across the region, is the lack of childcare services or available places. These structural impediments are limiting these two cohorts from working. Initiatives will seek to link with DECS, State and Australian Government, TAFE SA, Local Government to address the demand for rural childcare services across the region.

Initiatives that will be implemented under this objective are:

### **O1-S2-I1 Strike a Move**

This initiative will provide tailored, subsidised financial assistance to enable individuals to obtain licenses or attend locations where training and employment services are provided. Assistance may also include subsidised travel to attend field trips that are part of training courses. All transport assistance will directly link to an employment pathway.

### **Strategy 3 - Engaging individuals in Work Plans**

#### **Rationale:**

Newly unemployed people and those who have been out of the labour market due to parenting or other circumstances, partners of skilled migrant, gap year students, people with a disability and Aboriginal people have all faced difficulties in

accessing employment. The LCESFN will continue to offer career development service that assists people to develop a career plan and secure employment. A project has been in existence since 2006 in Mt Gambier, delivering successful employment outcomes.

### **O1-S3-I1 Career Development Service**

This initiative will provide *South Australia Works in the Regions* target groups across the region with access to individualised career planning. The Career Development Service will support individuals to develop the skills to confidently take control of their work direction and will align with the new *Careers SA* framework. This project will equip people with the tools to plan and make decisions about their learning and work options.

## **OBJECTIVE 2 - Increasing Industry Engagement** **Strategy 1 - Promoting and Planning for Industries**

#### **Rationale:**

The Limestone Coast has an ageing workforce compared to the State average. The key industries such as Forestry, Agriculture and Health need to attract younger workers in order to meet future labour force requirements.

For the region to remain competitive in the global market place, businesses need to be able to attract and retain a skilled workforce. To assist those businesses in achieving

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best practice in this area, the *South Australia Works in the Regions* Team needs to actively liaise with Human Resource Management contacts across key industry sectors.

The following initiatives will be implemented in order to allow the LCESFN to meet the skills demand of the region's industries:

### **O2-S1-I1 Future Voices**

This initiative will allow the LCESFN to network effectively with industry and associations on their workforce needs and assist them with promotional activities such as industry and association awards nights.

This project will seek to provide resources for Human Resource professionals to meet regularly from a range of industries to discuss practices, share knowledge, network and engage in professional development workshops. This will enable the *South Australia Works in the Regions* Team to obtain current regional intelligence on employment and training projects for industry needs.

Industry and businesses will be encouraged to showcase creative and innovative best practices, reward valued employees, apprentices and trainees and alternatively promote themselves to future employees as the employer of choice.

The initiative will forge linkages with Industry's key Human Resource Management Group, Limestone Coast Regional Development Board, Limestone Coast Employment and Skills Formation Network, Industry Skills Boards, Unions, Registered Training Organisations, Government Agencies and the Employment Service industry. This project will identify what employers are looking for in their future employees and what training *South Australia Works in the Regions* applicants require to be successful.

## **Strategy 2 - Shifting and Targeting Local Skill Demands**

### **Rationale:**

The Limestone Coast has experienced a number of retrenchments across the manufacturing, forestry and retail sectors since the 2008 Global Financial Crisis. The region's Agriculture, Forestry and Fishing industries are susceptible to decreasing export prices and increasing import prices of raw materials. Decreasing export demands are also affecting the region's nationally significant transport and manufacturing operators. The LCESFN recognises that the economic uncertainty may lead to future retrenchments of workers that will need to be re-skilled or re-located to less vulnerable industries or businesses.

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TAFE SA, Group Training Companies and Government apprenticeship and traineeship programs have identified a decline in the number of young people entering traditional trades such as building, construction and civil engineering. Projects that expose individuals to trades that are ‘hands-on’ have proven to be successful in attracting apprentices and engaging employers.

The region has a number of large construction projects and exploration ventures either underway or proposed, including:

- Library Constructions
- Retirement Village Construction
- School Upgrade and Expansion Constructions
- Airport upgrades
- Windfarm proposals and extensions
- Major Retail Development Proposals
- Coastal Retirement Villages Proposals
- Geothermal and Wave Energy exploration licences

In addition to these projects and ventures, the Rudd Government’s Economic stimulus packages will increase the number of trades people and apprenticeships required across the Region for infrastructure projects. This will create employment opportunities in building, construction, hospitality and retail apprenticeships or traineeships. The promotion of trades is important for the Region.

Initiatives that will be instigated under this objective are:

### **O2-S2-I1 Dancing with Trades**

This initiative has two parts; identifying the trade candidates and bridging educational requirements.

The first stage of this project aims to provide the region’s young people and unemployed people with the chance to try tools and materials required to be used to succeed in a trade environment, under the supervision of a qualified tradesperson. The focus will be on matching the right individual to the right trade. This project will showcase the benefits of having a trade qualification.

This stage of the project will align with several departments and organisations including; DECS, Trade Schools for the Future, Independent Schools, Centrelink, Burrandies Aboriginal Corporation, Student Career Advisors, industry, industry associations and Job Services Australia.

The second stage of this initiative aims to assist the region’s young people and unemployed people achieve better levels of literacy and numeracy thorough bridging courses in order to successfully access apprenticeships and traineeships.

It will foster links with TAFE SA and key industry sectors and focus on maths skills required to enter traditional trades.

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### **Strategy 3 - Training Support for Business and Industry Leaders**

#### **Rationale:**

The LCESFN recognises that the region is a thriving diverse food bowl for the State and every year businesses express interest in developing their products and produce in overseas markets. The LCESFN and the LCRDB recognise that by assisting businesses become more profitable and efficient the number of employment positions will increase, allowing opportunity for individuals to gain employment.

#### **O2-S3-I1 Growing Sustainable Businesses**

This initiative will support local businesses to become more efficient in their business practices in order to ride out the economic crisis. This project will seek to leverage from Federal and State funding to support the region's new and existing businesses become industry leaders. It will provide businesses with innovation and entrepreneurial training to grow and expand their workforce.

This project will form alliances with industry associations, the LCRDB and businesses.

#### **O2-S3-I2 Impressive Tickets**

This initiative will provide assistance to job seekers to gain necessary licences or tickets required to gain employment; support will be directly linked to an employment outcome.

This project will align with DECS, Job Services Australia, Disability Employment Network providers, Aboriginal Employment Services, South Australia Police, Migrant Resource Centre and Community Support Services to identify the most disadvantaged people within the region.

### **OBJECTIVE 3 - Supporting Statewide Economic Directions by Building Regional Capacity**

#### **Strategy - 1 Supporting Community Projects and Programs that lead to Work Experience and Employment**

#### **Rationale:**

The LCESFN has identified that in order to build communities the region needs to support its local communities to develop. A number of Councils have identified projects that will assist their young people through Youth Advisory Committees and Youth Service Officers. Another growing community project is the introduction of Men's Sheds and Community Gardens.

Evidence has shown that once individuals are empowered with self-help tools they can then support others to achieve independence. The LCESFN believes that peer support training initiatives can play a vital role in giving people the tools to overcome illness and disability and move into study or work.

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Initiatives will seek to address the training requirements of new community infrastructure, community projects and community service programs that support volunteers to gain work experience, which leads to skills development that are transferable to sustainable employment.

### **03-S1-I1 Into Community**

This initiative will support structured volunteer experience placements and associated training for people to participate in Community projects such as the Men's Shed, Youth Projects or Health Projects. This project will support disadvantaged individuals move towards employment.

This project will make available training for people to obtain and develop skills as community volunteers. People will be case managed and matched to a volunteer organisation, club, community program or project, aligned to their individual interests. It will also provide an opportunity to grow their networks and link them to local jobs.

The LCESFN has identified that community facilities and clubs can be used as training grounds to prepare *South Australia Works* participants for employment. The LCESFN identifies opportunities in the following areas:

- Business and administration
- Events Management
- Occupational Health and Safety
- Hospitality Skills and Food handling

- Barista training
- Responsible Servicing of Alcohol
- First Aid training

People who participate in this project will be able to demonstrate employment skills and work ethic and will be more likely to gain employment with local employers.

### **Strategy 2 -Promoting Learning, Education and Training Pathways**

#### **Rationale:**

Compared to the State population, the Limestone Coast Employment Skills Formation Region has below average levels of school achievement, with 27.7% of the population aged 15 years and older having completed year 12 or equivalent.

According to the 2006 Census, the portion of people with a degree is also lower than the State; however, the percentage of people with a certificate III or IV qualification is above the State average.

The region now has a University presence with a high proportion of mature-aged students. Consultations conducted by the Network indicate support for the growth of the tertiary sector and have identified that by increasing the

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number of students at the Universities will lead to an increase in the range of courses available in the region.

The following initiative will be implemented in order to promote the region as a place of learning and training excellence:

### **03-S2-I1 Career Expo**

This initiative is a continuation of a successful annual Career Expo, which provides current career information opportunities and showcases local employers from the region in one central location. The initiative is a partnership with DECS, local industry and employers, Local Government, Job Services Australia, TAFE SA, Universities (UniSA, Southern Cross Uni and Flinders University), Primary Industries Resources South Australia, key industry groups and employment and training agencies.

### **03-S2-I2 Spotlight on Learning**

This initiative aims to promote and encourage all forms of learning (informal and formal) across the region. It will link people to their libraries and promote the sharing of knowledge and culture within communities. This initiative will market and foster multicultural community events that allow all to learn and engage those individuals most isolated within communities to participate through active volunteering and connect them to pathways to training and employment.

This project will foster linkages with Mt Gambier City Council, SEETA, Centrelink, Community Health Programs and Community Service Programs such as Lifeline and the Migrant Resource Centre.

### **03-S2-I3 Material Support**

This initiative aims to support the Limestone Coast Employment and Skills Formation Network in its promotion of the *South Australia Works in the Regions* program and the employment and training projects that it develops. This initiative also enables effective intelligence gathering throughout the region by facilitating employment and training forums and meetings. This initiative also allows the Network to support smaller projects.

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### **GLOSSARY OF TERMS**

#### ***Accredited Training***

Training unit competency that forms part of a national training package

#### ***Community Capacity***

Community capacity consists of the networks, organisations, attitudes, leadership and skills that allow communities to manage change and sustain community-led development

#### ***DFEEST***

The Department of Further Education, Employment, Science and Technology, acting through Employment and Training Services

#### ***Employment and Skills Formation Action Plan***

The plan to be developed at the commencement of the funding period which details the Grantee's proposed learning and work programs for any one (1) year of the funding period

#### ***Employment Outcomes***

Any paid work (including, but not limited to apprenticeships, traineeships, group training and self-employment)

#### ***Further Education and Training Outcomes***

Where following completion of South Australia Works in the Regions activity, the participant moves onto further education and training (eg: TAFE, RTO, University)

#### ***Network***

The mechanism for leading and informing locally identified solutions to employment and skills formation issues

#### ***Non-accredited Training***

All other training not covered by a national training package

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### ***Participant***

Jobseekers out of work, out of training, out of school (aged at least 16 years of age) and those who are employed and meet the upskilling criteria; are engaged in training, job search, case management project or similar activity.

### ***Pathways Participant***

Persons attending activities in the nature of ‘careers expos’, workshops, or conferences for the purpose of career planning/ preparation as a pathway to gaining employment. Those who are employed and meet the upskilling criteria

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The South Australia government initiative intended to facilitate employment and skills formation outcomes for South Australians within their local communities

### ***Social Inclusion***

Social inclusion is experienced by individuals, families and communities when they have access to the opportunities they need to live rewarding and secure lives

### ***Upskilling***

An employee undertakes training or other skills development in a skill shortage area that will lead to additional income, more secure employment or the creation of another vacancy.

Upskilling criteria:

- (i) Existing employees self-assesses as being underemployed and that upskilling will lead to additional income / more secure employment (Participant, Employment Outcome)

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- (ii) Filling of a vacancy created through the upskilling of an employee. Contingent on employer contributing funding for training (Participant, Employment Outcome)
- (iii) Upskilling assistance may be provided to an employer that deems its staff 'at risk' of losing jobs (Pathways Participant)

### ***Volunteering Outcome***

Where following completion of *South Australia Works in the Regions* activity, the participant moves into volunteering (unpaid voluntary service to the community)

### ***Workforce Development***

Those activities, including skills development, workforce participation, and workforce planning, which increase the capacity of individuals to participate effectively in a highly skilled workforce throughout their whole working life, enabling access to learning and employment, and which increase the capacity of firms to adopt high-performance work practices that support their employees in the use and renewal of skills in the workplace

### ***Workforce Participation***

A key component of workforce development, workforce participation is the active involvement of all people in the labour market, supported through education, training, skills development and life-long learning opportunities which increase people's ability to access education, training and employment. Workforce participation is measured by the rate of participation, expressed as a proportion of the population aged 15-64 who are working or who are willing and able to look for work