

Mr Martin Riordan
TAFE Directors Australia
PO Box 707 Broadway,
Sydney, NSW, 2007



24 March 2010

Dear Martin,

The Community Services and Health Industry Skills Council (the ISC) is responsible for developing uniform national competency standards and qualifications for the community services and health (CS&H) industries. Instead of undertaking full reviews of Training Packages, ISCs are now required to make changes via a process of continuous improvement. We are now establishing the necessary governance structures required for implementing this methodology.

As one of our key stakeholder organisations, the ISC would like to invite TAFE Directors Australia to nominate a participant on a standing Training Package Advisory Committee (the Committee) - the key party overseeing the continuous improvement and development of the Health Training Package. A key role of this Committee is to ensure the Training Package reflects industry derived national competency standards, skill sets, and qualifications providing the foundation for the training and recognition system and skills in the health industry.

The Health Training Package Advisory Committee will be broadly based, have an ISC Board nominated chairperson, and will include, as a minimum, representatives from:

- employers (public and private/non-government)
- unions
- public and private Registered Training Organisations
- State/Territory training authorities and advisory bodies, and
- Department of Education, Employment and Workplace Relations (DEEWR)

This standing committee is a new structure to support continuous improvement of the Health Training Package and the ISC anticipates ongoing representation will be cyclical with initial nominees joining for the first eighteen months of the committee's operation. An additional priority for the committee will be to provide industry advice on implementation of relevant VET policy initiatives such as the *National Green Skills* agreement and recommendations arising from the National Quality Council's *VET Training Products for the 21st Century* report.

Please indicate your availability to participate on the Committee by completing and returning the attached *Membership Confirmation Form* to Bronwyn Walker by fax to: 02 9270 6601 or email bronwyn.walker@cshisc.com.au by **Thursday 1 April 2010**. If you are unable to participate but would like to suggest an alternative representative, please contact Bronwyn to discuss on 02 9270 6635/0414 514 313.

The first Committee meeting will be held on **Thursday 15 April 2010 in Sydney**. Meeting papers will be circulated to confirmed Committee members 7-10 days prior to this date. Travel and accommodation for Committee members will be organised and funded by the ISC as required. If your nominee requires travel and accommodation to be organised for this meeting, please complete the attached *Travel request form* and **return by Tuesday 6 April**.

For further information on continuous improvement of the Health Training Package or with any questions in relation to Committee participation, please contact Bronwyn Walker.

Yours



Judy MacGraw
Chief Executive Officer