



**Greater Northern
Skills Development Group**
Incorporated Association

**Committee Meeting
Tuesday 12 September 2023
Tamworth Training Services New England Office
Conference Room and online via TEAMS link
Noel Park House**

MINUTES

Meeting opened: 12.00pm

Attendees:

Chair	Steven Vile	Yes
Vice Chair	Fiona Sweeney	Yes
Secretary	Bede Maher	apology
Treasurer	Bianca Freestone	Yes
Public Officer	Bronnie Cocking	Yes
Committee members	Sarah Abberton	apology
	Virginia Fenwicke	Yes
	Nicky Turner	Yes
	Daniel Sassi	Yes
	Debbie Taekata	Yes
	Keryl Caulfield	apology
	Eleze Drew	Yes
	Richelle Bukovac	Yes
	Rob Walters	Yes

Conflict of Interest: Nil

Item 1: Acknowledgement of Country:

“I’d like to acknowledge the Traditional Owners of the land on which we meet today, the people of the Gomeroi nation and pay my respects to elders past and present, and emerging youth”

Item 2: Acceptance of minutes from previous Meeting 26 July 2023.

Approved by: Bianca Freestone
Seconded by: Richelle Bukovac

Item 3: Business arising from previous minutes:

Fiona unable to attend State Training Awards. Offer from Bronwyn for a committee for a member to attend in her place as a representative. Bronwyn, Bede and Jane already attending on behalf of TSNSW.

Item 4: Finance Report (Bede)

Bank Account balance as at 12.09.2023: \$7,143.51
Term Deposit balance as at 12.09.2023: \$68,568.21

- Bianca Freestone added as authorised signatory to bank account.
- Current authorised signatories: Bede, Bronnie, Bianca, Jane.
- Meeting with Bianca and Jane to discuss Xero.

Outstanding invoice of \$12,500.00 covering 2nd payment for the Training Awards Funding.

Meeting 13th September with Jane, Bede and Bianca to handover Xero Treasurer duties.

Invoice from Training Awards:

- from Department of Education – second payment – funding deed \$12,500 is still outstanding.

Advised from Bronwyn that a final report needed to be submitted which they weren't aware of. Report has been submitted and payment should be received within 5 days.

Item 5: Incoming Correspondence – Secretary Reports - Bede

- Enquiry from Julia Mitchell regarding the Engineering and Manufacturing showcase event and if it can provide opportunities to SBAT students.
- Alanah McBean from Tamworth Community College has shared the Engineering and Manufacturing showcase event on social media and printed flyers for around the office.
- Article in the New England Times featuring the four New England Regional Training Award winners who have progressed to the State Training Awards in Sydney on 15 September – uploaded to the website in the VET News tab.
- Email from Billy Gleeson-Barker at Narrabri Shire Council to personally acknowledge and thank CHS for delivering the Traffic Control Training and to Training Services NSW for supporting the delivery of the course and previous courses delivered under the “Smart & Skilled” initiative.
- Training Awards Sub-committee planning for 2024.
- New England Training Services staff attending the State Training Awards in Sydney.

Item 5: Outgoing Correspondence – Secretary Reports – Bede

- Brief to Niel Jacobsen about the Smart and Skilled part qual funding provided to the Ezidi Community members in Armidale during the past 3 years.
- Email to Farhana Banu and Brendon Hook - GNSDG Inc link sent to the AgSkilled (RTO's) providers for Good News Stories to be placed on GNSDG Inc website in the future.
- Email sent out the GNSDG Inc members to inform them about the Engineering and Manufacturing showcase event on Thursday 14 September. Register via EventBrite.
- Request to GNSDG to purchase ticket costing \$100 for Jane Keenan to attend the State Training Awards in Sydney on 15 September.
- Request to Executive to pay for one TAFE teacher ticket to the state Awards – supporting two State finalists.

Item 6: Membership Applications: Nil

Stephen Vile working on some with new employees joining the team.

Item 7: Training Awards:

- New England Regional Training Award winners have featured on the landing page and the dedicated 2023 Training Awards page of the GN website.
- Success with four New England finalists progressing to NSW State Training Awards to be held in Sydney 15 September

Item 8: Updates from Committee members:

Stephen Vile: Thanking Nadine Mead for setting up to administer the GNSDC website with the assistance of Andrew Constable.

Fiona Sweeney: Attended National Skills Week in Sydney. Praised NE TSNSW staff with David Collins and the support she received from us emphasising on RIEP. Fiona's event has 90 students attending breaking them up into separate times already calling it a success. Acknowledged and thanked Karly and Ginny for their effort in supporting the effort. 7 businesses open during the day and 8 coming for the evening. Leon Drury will be here tomorrow afternoon, extended an invite to dinner Wednesday evening 13th September.

Ginny Fenwicke: Following on from Fiona and thanking her for her impact in the event going ahead. Working with ATP, Lessplex, TCC in the background and collating training for potential options. Thanking CCNI and TAFE for attending Fiona's event. Overview to TPPPQ priorities from a Skills Broker space. Thanked Nicky for the event in Moree and any events coming up to let Ginny know.

Bianca Freestone: Bianca and Bede attending the running an incorporated association seminar 12th Sept in Gunnedah and will provide information after attending at next meeting.

Bronwyn Cocking spoke to the below points on Bede's behalf.

Training Services Update: Mosaic meeting – presentation on the work of TSNSW
AgQuip
Bush Summit
Clean Energy breakfast
Tamworth Tomorrow Economic forum
Think Tank - GNSDG
TAFE event Moree

Had meetings with: LessPlex, ATP, TTC and GALA to discuss 23/24 funding period and procedures.

Meeting closed: 12:25pm

Next Meeting: Tuesday 10 October 2023
Venue: Training Services New England Office
Conference Room and online via TEAMS link
Noel Park House

Chairperson Name: _____
Signature: _____
Date: _____