



# Greater Northern Skills Development Group

Incorporated Association

## Committee Meeting Tuesday 14 November 2023 Tamworth Training Services New England Office Conference Room and online via TEAMS link Noel Park House

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### MINUTES

Meeting opened: 12.02pm

#### Attendees:

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

Additional Attendees: Nadine Mead

Molly Smith attended online for a few minutes expressing her appreciation of the support GNSDG have given her and Aaliyah. Molly wished the best of luck by Bronnie Cocking on behalf of GNSDG and that they are already winners.

**Item 1: Conflict of Interest:** Nil

**Item 2: 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 3: Acceptance of minutes from previous meeting 10 October 2023.**

Approved by:	Bianca Freestone
Seconded by:	Nicky Turner

**Item 4: Business arising from previous minutes Nil**

**Item 5: Finance Report (Bianca)**

Bank Accounts balance @ 13/11/2023	
Cheque account:	\$16,293.51
ANZ Term Deposit:	\$68,538.38

- Payment made to Aaliyah Morley and Molly Smith of \$300.00 each as a donation to assist with expenses of travelling for the Training Awards.
- All payments and BAS reporting up to date.

**Item 6: Secretary Reports (read by Rob Walters in Bede's absence)**

**Incoming Correspondence:**

- 18/10 People Summit information shared on website.  
18/10 Change request to info on website from Ginny to Nads.  
16/10 Email from Rini to confirm National Finalists costs are covered.  
13/10 State Awards Winning photos received from Rini's team.  
13/10 Email from Kayla Wilson (TA) seeking cover of costs for Aaliyah ATSI winner to go to Hobart.  
Bronnie Cocking spoke to correspondence coming from the school to support Aaliyah. Bronnie discussed and put to the executive proposing support for both Aaliyah and Molly travel costs such as train tickets, meals that are not covered by TSNSW. \$300.00 each approved and donated to both nominees on the 9/11/23. Aaliyah and Molly attended professional development training in Sydney which included training on communication and social media use. Other activities such as speaking on a podcast, photoshoots, and an escape room at the end of the week as their bonding activity.  
12/10 Tax Warning Letter, passed on to Tom (Accountant) and Bianca for action.

**Outgoing Correspondence:**

- 27/10 Training Awards Final Finance Report to Head office.  
20/10 TS Newsletter "**Go to this sway**" out to members.  
18/10 Email to all members requesting updates from GNSDSG Inc Members of the website. Details to be sent to Nadine Mead.  
13/10 emails to Executive about request/comments to cover costs for National Finalists.

## **Item 7: Membership Applications**

Nil

## **Item 8: Training Awards Update**

- Final Finance report for the 2023 New England Awards collated and sent to Head Office team.
- Aaliyah Morley and Molly Smith in Hobart this week for National Training Awards on 17<sup>th</sup> November. Event will be livestreamed, and Bianca will share link with members when available.
- Jarred Taylor (entertainment) notified and confirmed date 14 June, 2024. Bianca has a contact for an event planner in Tamworth and will pass on the details for consideration. Confirmation of next year's Training Awards subject to briefing.

## **Item 9: Updates from Committee members**

- **Nicky Turner:** Attended Commercial Cookery dinner at TAFE being served degustation eight courses showcasing apprentices' skills to their employers. Apprentices and employers from Tenterfield, Inverell, Armidale and Uralla in attendance as well as Hunter New England Health to celebrate their apprentices' achievements. Tickets for these events usually go on sale around September and Nicky will pass on details for next time in Armidale and Tamworth.  
Nicky also having conversations with ARTC Inland Rail and having training commence in the Riverina region.
- **Debbie Taekata:** Nil
- **Richelle Bukovac:** Been having good conversations with local councils regarding the Local Government qualification and the challenges of people enrolling in the qualification as feedback for the ITAB. The ITAB contacted ATP for feedback on the qualifications as it may be potentially removed from the NSW Skills List.
- **Bianca Freestone:** Supporting Smart and Skilled providers with the financial cap review that closed 1<sup>st</sup> November and working with providers to utilise their caps to the benchmark of 85%.
- **Rob Walters:** LDO have training booked up to Christmas mainly funded under Agskilled 3.0. Delivering courses in the New England region with support from Backtrack, Armidale and Inverell councils. Working on a program for the Ezidi community in Armidale for training in Civil Construction.
- **Keryl Caulfield:** Business as usual but has seen an increase in SBAT signs up recently which is to be expected this time of the year.
- **Ginny Fenwicke:** Been touring the region promoting the work Training Services NSW does. Attended events in Tenterfield and a breakfast in Walcha. Conversations with Walcha school for women in construction. Brokering various training across the region in Civil Construction, Traffic Control, Hospitality, Rail, security training in Inverell with the potential to deliver one in Tamworth. Ginny announced the Skills Broker role will be concluding and her

last day will be 1st December 2023. Rob Walters thanked Ginny for all the work she has done in the Skills Broker role and previous roles.

- **Bronnie Cocking:** Thanked Ginny for her work in the Skills Brokers role and all endeavours with Department of Education. Also thanked Ginny for the relationships she has built with across the region.

Training Services NSW Executive Director David Collins will be visiting Tamworth 28<sup>th</sup> – 29<sup>th</sup> November. Visits planned to:

- Native Food Launch with RIEP program for 16 Peel High students.
- The Deck with SBATs and Smart and Skilled funded students, trainer Leesa Mercer and staff from ATP/JLP.
- Obieco who have approximately twenty apprentices.
- Abbey Skills with block students and BBQ lunch.

Bronnie would like to focus on a different area for his next visit outside of Tamworth to showcase more of the New England area.

With the Department of Education external recruitment freeze it has been difficult to fill positions with staff moving into higher positions acknowledging the work the team does.

#### **Item 10: General Business**

- People Summit on 26 October 2023 in Tamworth organised by Joblink Plus. Feedback from members in attendance that event was a great success with the session delivered by the lawyers being popular. Richelle Bukovac thinking for the next one it would be good to invite a staff member from Services NSW who support communities impacted by disasters after speaking with Services NSW staff members.
- Rob Walters has received great feedback regarding the Newsletters that are being sent out.
- Bronnie Cocking introduced Nadine Mead to the committee acknowledging her support with the website and the potential to support Bede with the administration of GNSDG. Nadine welcomed by Rob Walters and also thanked for her efforts.
- Nadine Mead going well with the website and made some changes based off some recommendations from Ginny Fenwicke.
- Richelle Bukovac acknowledging and thanking Bianca for her support with Smart and Skilled financial caps and providing information beneficial to them managing their caps. Richelle's acknowledgment and thank you seconded by Bronnie Cocking.
- Keryl Caulfield thanking Nicky Turner for her lead into Naomi Cotton for a program to support apprentices with Naomi Cotton.
- Bronnie Cocking advising committee for Senior Project Officers for AgSkilled are Huw Coleman based in Tamworth and Sonia Stevenson based in Wagga who will be the contact for AgSkilled across the state. Bronnie acknowledged Huw and Sonia are going an amazing job already working with industry and brokering training.

**Item 11: Next meeting**  
Tuesday 6 February 2023  
Venue: Training Services New England Office  
Conference Room and online via TEAMS link  
Noel Park House

To be confirmed if the next meeting is the 12<sup>th</sup> December or 6<sup>th</sup> February as a calendar invite has already been sent for the 12<sup>th</sup> December.

**Meeting closed:** 12:31pm

Chairperson Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_