

ISA Consultation Strategy

Maritime Training Package Development

Stakeholder Consultation

This Stakeholder Consultation strategy has been developed in to ensure that ISA identify and engage all relevant stakeholders through our consultations. It reflects a shared commitment to embedding effective engagement and consultation practices to ensure Training Package review and development work is responding to the needs of the industry. Consideration will be given to capturing the views of stakeholders in metropolitan, regional and remote areas across all states and territories, including employers and organisations with limited representation.

Objective:

The aim of this consultation strategy is to gather insights and feedback from key stakeholders in the sector to inform the revision and development of training package products. This strategy will ensure that the training products are relevant, up-to-date, and align with industry and regulatory needs.

Stakeholder Identification:

Key stakeholder groups for this project include:

- Industry subject matter experts
- Registered Training Organisations (RTOs)
- Industry associations and bodies
- Industry Regulator
- Government agencies, such as the Australian Skills Quality Authority (ASQA)
- Employers and business representatives
- DEWR
- Students
- State Training Authorities & Senior Responsible Officers (SROs)
- Unions
- Appropriate Jobs and Skills Councils (JSCs)
- Aboriginal and Torres Strait Islander community representatives, where applicable
- Disability advocates, where applicable
- Any other relevant organisations and individuals

Consultation Mechanisms

Consultation mechanisms will be determined based on the size of the project, and drivers for the work and impact of the project deliverables.

Different mechanisms will be required for projects with a diversity of views to those where there is generally consensus about workforce requirements and project outputs and their implementation.

ISA will work closely with stakeholders throughout the life of the project and consider all ideas, opinions, and feedback to ensure the revised training products meet the needs of industry. A consultation log containing a high-level summary of all feedback and ISA's response will be maintained and available on our website.

To ensure consultation achieves the depth of reach required to obtain balanced and representative feedback, project promotion will be multifaceted including as many of the following as required:

- Direct engagement: Face to face consultations, Site visits, Phone, emails, video/teleconferencing meetings
- ISA Newsletter and targeted EDMs to stakeholders
- ISA website (project pages)
- Conferences and industry events
- Stakeholder networks and forums
- ISA regional fora
- Webinars
- Media – digital and broadcast media (media releases)
- Social media – (e.g.: Twitter now known as X and LinkedIn posts)
- ISA will facilitate three webinars at initial, development and post implementation stages of the project to support stakeholders in understanding the reason for the changes and how implementation of the changes will affect them.

Where there is a large volume of project outputs, consultation mechanisms and timing will be structured to ensure stakeholders are afforded appropriate access to material, and time to provide considered feedback *(it needs to be remembered that the vast majority of stakeholders will be managing the review of material and development and submission of feedback in addition to their duties in their substantive job role)*

Where projects are more contentious, and there is a known diversity of views, more direct forums such as webinars, workshops/forums and/or focus groups will be used to facilitate the open exchange of views.

Accessibility:

The consultation process will be accessible to all stakeholders. ISA will provide options for participation that cater to various needs and preferences.

Feedback Acknowledgment:

We will acknowledge the input and feedback from stakeholders, recognising their valuable contributions to the vocational unit development.

If you have any questions about this project, please contact [Ron Horne](#), Project Specialist.