

ISA Consultation Strategy

Transport & Logistics Training Package Development

Project Purpose Statement

This project will revise two Units of Competency pertaining to Chain of Responsibility to align with National Heavy Vehicle Regulator (NHVR) requirements.

The units cover the skills and knowledge required by industry to ensure the safety of transport activities. This includes identifying and applying chain of responsibility obligations to operate legally in compliance with the Heavy Vehicle National Law (HVNL), impacting multiple job roles across the transport industry.

The reviewed training products are due to be submitted to the Assurance Body by 30 April 2024.

Project Timeframe

This project will require engagement of subject matter experts for the Technical Committee (TC) with relevant experience in Chain of Responsibility legislation and transport safety activities as covered under the NHVL. (consisting of 8 – 12 members)

- Technical Committee review and development commenced 6 December 2023
- Meetings will be online and of 2-4 hours duration
- Meetings conducted over 3 TC cycles (the third cycle being sign-off)
- Two TC cycles have been planned to take place in preparation for consultation
- One Public Stakeholder Consultations period will be conducted during the review and development phase, scheduled for February 2024
- Webinar at post implementation stage (May 2024) of the project to ensure that stakeholders understand the reason for the changes and how implementation of the changes will affect them
- Submission - Submission of draft Training Products / Final draft for states and territories review - 1 April 2024
- Project submitted to Assurance Body – 30 April 2024
- Webinars will be offered in May 2024.

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
- National Heavy Vehicle Regulator
- Government agencies
- Employers and business representatives
- DEWR
- 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 a webinar at the post implementation stage of the project to support stakeholders in understanding the reason for the changes and how implementation of the changes will affect them.

Appendix A: Organisations for Targeted Consultations

Appendix B: Key Stakeholder types by state

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.

Consultations:

The training products in this project will be drafted in consultation with the Technical Committee and their networks. At the public consultation stage, ISA will then present and discusses the draft training products, collecting feedback from a wide range of stakeholders across the country. Whilst specific public consultation dates are identified, feedback is welcomed at any time, and will help the Technical Committee in drafting the

training products. Stakeholders are encouraged to contact the project specialist via ISA website.

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.

Appendix A: Organisations for Targeted Consultations

Stakeholder type	Organisation	Coverage
Commonwealth Government Representative	DEWR	National
Employer	Australia Post	National
	Boral	National
	Cameron Transport	National
	CEVA Logistics Australia	National
	Followmont Transport	State
	Linfox Logistics	National
	Industry Association	Australian Trucking Association
ITABs/Advisory bodies	BusNSW	State
	Victorian Transport Association	State
Regulator	NHVR	National
STAs	State Training Authority	State
Training Providers	TAFE	State
	RTOs	State
Union	TWU	National

Appendix B: Key Stakeholder types by state

Stakeholder type	National	QLD	NSW	ACT	Vic	SA	NT	TAS	WA
Industry employer	✓	✓	✓	✓	✓	✓	✓	✓	✓
Industry association /Peak industry body	✓	✓	✓	✓	✓	✓	✓	✓	✓
ITAB		✓	✓	✓	✓	✓	✓	✓	✓
Government Commonwealth Enterprises	✓								
Government State Enterprises		✓	✓	✓	✓	✓	✓	✓	✓
NHV Regulator	✓		✓						
STA		✓	✓	✓	✓	✓	✓	✓	✓
Training Providers		✓	✓	✓	✓	✓	✓	✓	✓
Union	✓								