The Case for Change

* The AISC commissions training package development work on the basis of evidence of industry need for that change.
* The purpose of the Case for Change is to clearly set out the evidence on which the IRCs recommendation for change is based.
* It must be concise and focus on:
  + why the change is needed (for example to address an issue or capitalise on an opportunity)
  + which training package components need to change (following an examination of the existing components which ones need to be updated and where are new components needed) – Use **Attachment A** to list components.
  + the industry support for the change and any issues arising
  + what the impact would be of making or not making the changes
  + timeframes for the work.
* The AISC has been asked by Ministers to regularly report about the extent to which training package development work is implementing the COAG Industry and Skills Committee decision of November 2015. Therefore the Case for Change must provide specific advice on this.

# This template

* This template is designed to provide guidance to Industry Reference Committees about the information the AISC will be looking for in a Case for Change. However, the extent of research / other work undertaken to develop the Case for Change should reflect the needs of your sector, the review findings and the extent to which the action being proposed may be controversial. It will need to be sufficient to provide a robust evidence base for the decision to proceed.
* When drafting a Case for Change:
  + refer to the Training Package Development and Endorsement Process Policy and
  + note that the AISC is looking to make decisions on the basis of robust evidence.
* It is important there is a clear link between the imperative for change and the proposed changes to training packages and why action is necessary and/or beneficial.
* The completed template should be no more than 4 pages in length, but may have attachments.

# Case for Change Template

## Administrative information

* Name of IRC(s)
* Name of SSO
* Name of Training Package(s) examined to determine change is required
* Brief description of how the case for change was developed

## The case for change

* Summarise the drivers for change and the evidence on which the IRC recommendation for change is based.
* Explain the change(s) recommended and how this would alleviate the problem or capitalise on the opportunity.

## Industry support for change

* Describe the method and scale of stakeholder consultation undertaken in building the Case for Change – Use **Attachment B** to outline this information.
* Provide an overview of the issues identified by stakeholders and how they will be addressed. In particular highlight any issues that remain outstanding.
* Describe any sensitivities, including any dissenting views from stakeholders on the approach recommended in the Case for Change.

## Impact of change

* Provide an analysis of the impacts of recommended changes on stakeholders (including employers, employees, students, RTOs, government) and on other training packages (if relevant).
* Identify the risks of not implementing the changes.
* Estimate the timeframes to implement the proposed changes to training package(s).

## Implementing the COAG Industry and Skills Council (CISC) reforms for Training Packages

* Provide advice about how the recommended work will implement the reforms agreed by CISC in November 2015. [[1]](#footnote-1)

This Case for Change was agreed to by the [name] IRC

|  |  |
| --- | --- |
| Name of Chair |  |
| Signature of Chair |  |
| Date |  |

# Attachment A: Training Package components to change

[Insert SSO Name]

Contact details: [Insert contact details]

Date submitted: [Insert date submitted]

| Training Package Code | Training Package Name | Qualification Code | Qualification Name | IRC Name | Review status | Change Required |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

# Attachment B: Stakeholder Consultation Method and Scale

## Stakeholder Consultation

|  |  |
| --- | --- |
| Name of Stakeholder | Detail method(s) and Scale of Consultation |
|  |  |
|  |  |

1. More information about the CISC reforms is available at [Outcomes of the review of training packages and accredited courses](http://www.education.gov.au/node/7981/). Reforms were to: remove obsolete qualifications from the system; provide more information about industry’s expectations of training delivery; better support individuals to move more easily between related occupations; create more units that can be owned and used by multiple industry sectors; and foster greater recognition of skill sets. [↑](#footnote-ref-1)