

# Victorian Automotive Forum (inc)



Association number: A0046959D

President – Adrian Lea

Secretary Gavin Cribb

Treasurer– Peter Lawrence

Ph. 0419 845 586

Email: [vicautoforum@outlook.com](mailto:vicautoforum@outlook.com)

2019 VAF AGM

## MINUTES OF MEETING

*Held at Kangan Institute, Docklands*

*11th – 12th April*

*Chair – Adrian Lea*

### Attendees

Mark Liberto	Box Hill Institute
Mark Egan	Box Hill Institute
Dino Rajapakse	Box Hill Institute
Adrian Lea	Box Hill Institute
Diamantis Bitzios	Chisholm Institute
Jim Baker	Chisholm Institute
Jake Patt	Chisholm Institute
Ron Locandro	Chisholm Institute
Peter Lawrence	SMA
Greg Maconachie	The Gordon
Michael Mavrikakis	Bendigo Kangan Institute
Gavin Cribb	Bendigo Kangan Institute
Wayne Haw	Bendigo Kangan Institute
Pat Thornton	Bendigo Kangan Institute

Gary Atherton	Bendigo Kangan Institute
Dave Roberts	Wodonga TAFE
Sean Goldthorpe	Wodonga TAFE
Chris Antonopoulos	Ringwood TF
Michael Cope	Box Hill Institute
Adrian Lauder	Guest
Andrew Beardsell	The Gordon
Russell Knigt	The Gordon
Barry Jones	Chisholm Institute
Leslie Cetoupe	Box Hill Institute
Ash Kirkwood	Box Hill Institute
Greg Baker	Sunraysia TAFE

**Apologies:** Craig Brittle (Box Hill), David Adams (Chisholm), Mark Cunningham (Gordon)

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## Day 1

### Kangan Institute's Automotive Centre of Excellence (ACE)

1 Batman's Hill Dr, Docklands

#### 12.00PM NETWORKING AND INFORMAL LUNCH

#### 12.45PM VAF OPENING AND INTRODUCTION – ADRIAN LEA

Adrian opened the proceedings and presented the agenda and guest speakers for the next 2 days.

#### 12.50PM WELCOME – GARY ATHERTON (ACTING DIRECTOR (AUTOMOTIVE CENTRE OF EXCELLENCE))

Introduction / official welcome. Gary welcomed the group to the institute and expressed the importance of the VAF to our industry. Gary provided some background of the ACE facility and its operations

#### 1.00PM MINUTES OF PREVIOUS MEETING

Adrian Lea read and reviewed previous meeting minutes. The minutes were moved by Michael Mavrikakis, and seconded by Gary Atherton.

#### 1.10PM TREASURES REPORT - BY ADRIAN LEA (ON BEHALF OF PETER LAWRENCE)

- \$1,793.92 in credit account
- \$25,900.55 in working (cheque) account

#### 1.20 WEBSITE UPDATE – BY CHRIS ANTONOPOULOS (ON BEHALF OF ALAN PLATT)

Website update overview on the web site features and navigation through the site covering committee members and location of minutes.

It was discussed how many members had a Facebook page, however they were yet to 'like' or contribute to the VAF page. All members were included to push as much traffic through Facebook as possible.

It was also asked of all members to check with their marketing departments to see if the VAF page could be shared by each institute. You can access the VAF Facebook site [here](#)

The topic of a LinkedIn page was also discussed. It was agreed that it we should try and get more traffic through Facebook before we take on another social media platform.

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## 1.30 CMM REPORT - PAT THORNTON

Pat Thornton delivered a power point presentation with reference to the recent activity relating to the automotive training packages. Major points are listed below:

- AUR release 5
- AUM Release 2
- Heavy Vehicle – Air brakes

There was also a question about the IRC members and how to identify them. Members can be found from the following link; <https://www.aisc.net.au/content/automotive-light-vehicle-industry-reference-committee>

The group asked about transparency around automotive projects / drafts etc. Pat explained that these were posted on the PwC website. The committee has asked if it can be signed up for updates.

(CMM REPORT ATTACHED)

## 1.55PM TRIBUTE TO ADRIAN LAUDER – RECOGNITION OF HIS CONTRIBUTION TO THE VAF

Adrian was invited to the meeting as a guest (after recently retiring from TAFE). Adrian Lea began with a history of his contributions to the VAF that dated back to 2007

Adrian was originally involved in the Technical advisory groups (TAG) member – Light vehicle and has Lead roles in the VAF including president and Vice president in 2010 / 2011, and continued in CoM roles until 2017.

He has also contributed to NTAN (National TAFE Automotive Network), and the CRG – Curriculum Reference groups in 2012.

Adrian took to the stage and reiterated the importance of the VAF and the importance of having both public and private providers in the industry. “We need one another to stay competitive”. Adrian thanked the committee and felt that the VAF was pulling in the right direction and it was important to maintain the momentum.

## 2:20PM JAGUAR LAND ROVER ROOM INSPECTIONS AND DELIVERY DISCUSSIONS – GAVIN CRIBB

Gavin provided an overview of the tender process and development of the JLR Global apprentice program. He particularly focused on the structure around classroom management and delivery. The program was incredibly prescriptive with days broken up into 5-7 sessions per day. Each session had particular milestones that needed to be met to comply with the global program. The group toured through the workshops space and the classroom. The classroom was fitted out with particular carpet and furniture to comply with the JLR global requirements. The delivery involved moving of classroom furniture regularly to provide different learning environments.

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## 3.00PM AFTERNOON TEA

## 3.15PM WORLD SKILLS PRESENTATION AND SITE TOUR – GRANT PETCH

Grant provided an overview on the World Skills framework, the number of countries involved and the sheer scope and size of the global program. The VAF group toured 4 different competitions that were being held at Kangan Institute;

- Jewellery making (10 competitors)
- Vehicle painting (8 competitors)
- Automobile technology (8 competitors)
- Welding (8 competitors)

The competitors for these particular events were from Australia, Canada, China, Malaysia, India, France, Japan, Russia, Korea, New Zealand and United Kingdom

In summary it was clear that institutes needed to think about the ‘bigger picture’ and encourage Cert II’s and 1st year apprentices to participate in regional competitions, which would provide them with the confidence and experience to compete in the national competitions 2 years later. For more information on World Skills click [here](#)

## 4:15 WORKSHOP (VAF MEMBERSHIP MODEL / GROWTH, FINANCIAL PLAN, P.D, CASUAL POOLING)

The group broke into 3 separate groups and completed a workshop on ideas and strategies which included the above topics. There was a relatively consistent message that came from each of the groups. Feedback and ideals included the following:

Professional Development:

- Recording of sessions for others to access, potentially adding to the VAF website
- The VAF to develop its own evidence folder and make it available to members
- Teacher mentoring programs (new and existing)
- Guest Speakers
- PD in technology (Hybrid / Elec, for both heavy and light trades)
- Diagnostic training (scopes, scan tools) light, heavy, marine
- Bosch courses
- CAN Bus training
- Using institute staff to deliver PD to other institutes
- Host large PD event with 3 sessions co-currently. Groups rotate and complete all 3 sessions
- PD and Pizza nights
- Do we look at external PD opportunities?

<https://www.acpet.edu.au/uploads/files/ACPET%20PD%20Info%20and%20Pricing%20Structure%202019%20-%20Final.pdf>

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## Staff / Casual Pooling

- Sessional Pool, could we use engage a labour hire company through the VAF
- Collision repair teachers in urgent need
- How do we attract staff as a collective
- Staff sharing
- Uniform approach from TAFES
- Passing on CV's
- Sharing sessional staff across multiple institutes to collectively keep a sessional in the system for 12 months (eg. Institute 1 - from Feb-April, Institute 2 - from May – July Institute 3 - from August – Oct)
- How do we transition staff from industry, can/ should we do it as a collective

## VAF Growth / financial plan / memberships

- Offer incentive (discount for new members)
- Approach ACPET (Gavin to follow up)
- Do we get industry involved in memberships, would they benefit
- Secondary Schools, VETIS programs
- Look for sponsor?
- PwC
- Structured PD calendar which links to industry bodies
- Bring back NTAN

## 5:00 - CLOSE

**EVENING DINNER:** Venue: Serenity Eat & Drink, 833 Collins Street, Docklands

Guest presenter, Ryan Williamson (3M)

(Presentation attached)

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## Day 2

### Kangan Institute's Automotive Centre of Excellence (ACE)

#### Batman's Hill Dr, Docklands

#### 8.30AM - GUESTS WELCOME AND NETWORKING

#### 9.00AM – AGM – CHAIRED BY ADRIAN LEA

Adrian commenced the proceedings with an overview of the VAF committee members and the VAF framework. He provided a re-cap of the VAF activities for the previous year.

The VAF had a successful year with a large number of industry guests and validation activity. Forums were held at Kangan (April 2018), Sunraysia, Mildura (August 2018) and The Gordon, Geelong (November 2018).

The 2018 VAF series focused on the following initiatives;

- PwC Engagement
- The maintenance and development of the VAF website
- Industry site tours
- Auspice Schools
- Automotive Industry engagement
- Social Media
- Student resources
- Validation

Some of the activities completed during the 2018 VAF series included;

- CMM reporting
- Changes to training packages (Air Conditioning, off road and heavy vehicle tyres, bus, truck and trailer updates and new AUR package releases)
- VACC mentoring initiatives, workplace evidence books
- Training Systems Australia, Hybrid and EV resources [Car Train and Unit Train resources] (David Birnbaum)
- Honda stationary engines presentation
- Diesel Help Australia presentation (Clinton Brett)
- McGraw Hill learning resource update
- Compliance strategies (Andrea Rose)
- Weapsim engineering (heavy vehicle prac resources)
- Viva Energy (Shell) technologies and industry trends
- VAF webpage and Facebook initiatives

Adrian concluded by thanking all key staff that contributed to putting the 2018 series together.

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## 9:30AM 2018 VAF AGM 2018 TREASURERS REPORT – PETER LAWRENCE

Peter handed a copy of the 2018 financial report to all members and presented 2018 activity

- Moved - Ron Locandro
- Seconded – Adrian Lea

(Copy Attached)

## 9:38AM 2018 VAG AGM MINUTES – ADRIAN LEA

The minutes (available to all members via the VAF website) were discussed and presented

- Moved - Ron Locandro
- Seconded – Barry Jones

## 9:45AM APPOINTMENT / VOTE OF 2019 COMMITTEE MEMBERS

Nomination of President

- Adrian Lea was nominated by Gary Atherton
- Seconded by Michael Cope

Nomination of Vice President

- Gary Atherton was nominated by Adrian Lea
- Seconded by Wayne Haw

Nomination of Treasurer

- Peter Lawrence was nominated by Ron Locandro
- Seconded by Gavin Cribb

Nomination of Secretary

- Gavin Cribb was nominated by Gary Atherton
- Seconded by Peter Lawrence

## 10:00AM MORNING TEA

## 10:15 - APPOINTMENT / VOTE OF 2019 COMMITTEE MEMBERS (CONTINUED)

Nomination of Committee Members

1. Chris Antonopoulos was nominated by Ron Locandro
  - Seconded by Barry Jones
2. Ron Locandro was nominated by Michael Cope
  - Seconded by Gary Atherton

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3. Michael Cope was nominated by Adrian Lea
  - Seconded by Jim Baker
4. Jake Patt was self nominated

The 4 nominees were then voted on by committee members.

After a vote, the successful committee members were Chris Antonopoulos, Ron Locandro and Michael Cope.

## **10:25 – PRICEWATERHOUSECOOPERS - ROBERT MUNDAY AND BLAKE CARROLL**

PwC presented the industry skills forecast and proposed schedule of work in relation to the AUR training package.

(Presentation attached)

150 AUR units will be available for feedback mid 2019.

## **11:00 – WORKSHOP, GROUP DISCUSSION**

Changes of PPE within the industry

- VAF members broke into groups and workshopped the recommended standards of P.P.E worn across Victorian TAFE's. the groups then spoke of their recommendations and the VAF committee documented these findings. Standardised P.P.E is to be reviewed by the committee with the outcomes to be posted on the VAF website.

Apprenticeship Trade Papers

- The application process of Apprenticeship Trade Papers were discussed and explored with the group. You can apply for a free trade paper if you completed both:
  - a recognised apprenticeship in Victoria, which you started after 1 January 1995
  - the apprenticeship's relevant qualification with a TAFE, trade school or registered training organisation.
  - Trade papers website link to be added to the VAF website.

(refer attachment)

## **11:00 – WORKSHOP, MODERATION AND VALIDATION OF ASSESSMENT**

Members broke into groups and carried out validation of institute assessment tools.

## **12:15 – MEETING CLOSE AND LUNCH**

### **NEXT MEETING:**

July, Date TBA, 2019 - Federation Training or Ringwood