

Consultant Feasibility Study Brief



East and Northeast Coast Education, Training and Employment Pathways

Project Brief

Applications are invited from appropriately experienced individuals or organisations to research, the need and extent of two distinct streams of investigation that are interrelated. The investigation is to encompass both the East and North East Regions of Tasmania however reported upon separately.

Part 1

Investigate the extent and nature of need to explore the potential of an Australian Government Department of Education funded Regional Study Hub provision. The investigation would consider the nature and extent of need for all ages of learners. The feasibility will investigate the need, and level of readiness in both the Dorset and Break O' Day Local Government regions. Additional to the analysis of need, investigating and report will include possible study hub models most likely to be suitable to the Break O' Day context. If there are strong indicators of viability the intention beyond the investigation would be to submit an application to the Federal Governments cohort 5 round of funding for the Break O' Day Region.

<https://www.education.gov.au/regional-university-study-hubs-2023-applications#toc-cohort-5>

Part 2.

Investigate the nature and extent of barriers to full participation, engagement and attainment of educational outcomes for all ages with an in-depth analysis of the barriers and circumstance of eight to nineteen years olds and their families. The investigation will examine transition points including transitions beyond school/college to employment and career pathways into the region's projected industry workforce demands. Additional to identifying the nature and extent of barriers, seeking advice and inputs to possible solutions from community members will be an expected outcome of the investigation and reporting. The applied methodology would include a deep connection into the current reality of young people, families and providers. The consultancy reporting will also include relevant examples of promising solutions being implemented in other Tasmanian, National and International settings.

A key element to both parts of the investigation will be to consider the opportunity and alignment to the Tasmanian Government Youth Jobs Strategy and relevant Federal Government policy directions.

Due to the imminent timing of the Australian Government's Department of Education application timeframe for Cohort 5, Part 1 would be prioritised to be completed first. It would be anticipated however, that both parts of the investigation could commence simultaneously. It is desired that both parts of investigation are conducted by the one consultancy.

Background and Context

The East Coast and Northeast Coast (Glamorgan, Break O’Day and Dorset) of Tasmania is a growing and changing community. It has significant economic growth potential but has faced some challenges in its labour market profile (aging), rates educational attainment and industry profile (dominated by small and micro business).

The impacts of structural change to the economy, in particularly fishing, agriculture, forestry, mining and move towards service-based economy, has been occurring for some time and will continue to do so. These issues are not unique to regional Tasmania or Australia.

To support regional workforce development in this context, the Regional Jobs Hubs Network was established initially to work to align effort across employment, education and training service providers, addressing gaps in those services systems in order to fill skills shortages. The now nationally- recognised model has matured to be exploring more systemic change and focussing on longer term impact for their communities.

The Jobs Hub based in St Helens, Break O’Day Employment Connect, in working with employers, schools and education and training sector, has seen the opportunity (and the need) to grow the learning opportunities in the region to sustain the community and grow the economy.

The Australian Government commitment to the Regional Study Hub model to increase the access and availability of post compulsory education pathways for regional communities is demonstration of the intent outlined in the University Accord.

It is seen as vital to this work that the Feasibility Study looks at the barriers that students and families of eight- to eighteen-year-olds face in the community to understanding, accessing, sustaining and attaining educational and training opportunities. Research into the barriers experienced by young people and the families of eight to eighteen year olds and suggested initiatives will form the second element of the feasibility study.

About Regional Study Hubs

Regional University Study Hubs (formerly known as Regional University Centres) support students in rural, regional and remote Australia to access, participate and succeed in tertiary education without having to leave their communities.

Regional study hubs provide physical, campus-like spaces and support for students who are studying university or VET courses online at any Australian institution. Centres provide students with infrastructure - such as study spaces with high-speed internet access and video conferencing; administrative guidance; academic support services; and pastoral care. These facilities and supports provide an alternative to moving away for study and enhance the experience of students studying within their own community.

Each study hub is unique and embedded within its community. Each hub reflects the community it serves including the place, people, local industry and educational provision.

[Country Universities Centre | Degrees Closer \(cuc.edu.au\)](http://cuc.edu.au)

[Home | Regional University Centres Network \(rucnetwork.edu.au\)](http://rucnetwork.edu.au)

About Break O'Day Employment Connect (BODEC)

Break O'Day Employment Connect (BODEC) is a locally managed organisation established in 2020 to support employment and training outcomes for local businesses and jobseekers in the region. ODEC is auspiced by the Fingal Valley Neighbourhood House to deliver these services with the funding being provided by the Tasmanian Government as part of their regional Jobs Hub program

In 2022 BODEC expanded into Dorset establishing Dorset Employment Connect (DEC).

BODEC and DEC have developed ties to the community and business via their local Advisory Board, establishing strong relationships with local schools, community groups and employers, and have recently secured additional funding to commission the above referenced research and business case. to improve education, training and employment outcomes for the young people on the east coast from Dorset to Glamorgan Spring Bay.

The Ambition

A locally governed and co-ordinated place-based approach mobilising local expertise and effort to secure funding and establish partnerships for ongoing design and implementation of interventions and provisions aimed at;

- improved educational engagement and attainment for all aged learners
- an increase in local skilled labour market across all population cohorts aligned to the economic aspirations of the businesses and the community (more what could be than what is)
- an improved culture and valuing of learning in the community
- improved partnership collaboration, capacity building and confidence to achieve commonly identified goals
- clear, visible and accessible pathways through school and VET and Higher Education that are seamless to the learner and fit to the needs of local people and employers.

Project Scope and Deliverables

The successful applicant(s) will deliver the project in two stages within the following time frames.

Part 1 (5 weeks after contract signing):

- detailed analysis of the region's population demographics, business and industry profiles, and occupation growth/decline trends and forecasting
- historical and current levels of activity and engagement with education and training – school, VET, post school/tertiary study
- current education and training capacity and assets in the region and known barriers to participation
- post-secondary Regional Study Hub feasibility study – delivery options and modelling
- map training pathways (and gaps) for 2-3 key sectors and priority workforce supply needs relevant to the regions.
- 'Blue-sky' – what post-secondary education and training reform could look like – proposed model/s including governance, stakeholders, potential funding sources, strengths, challenges, next steps.

- identified projected gaps and potential opportunities to inform Stage 2.

Presentation 1.

When the Consultant has developed a final draft of the Report on Part 1, they will provide an in-person presentation to representatives of, or the whole project oversight group to test the content to date and seek feedback.

Project Deliverable

Final written Report on Part 1 (7 weeks after Contract signing)

Part 2: (16 weeks after Contract signing)

- map the current reality of education participation and attainment for eight to nineteen year olds and trends across key transition points
- identify the major barriers to full access, participation and attainment of eight to eighteen year olds across the East Coast and North East regions.
- identified potential enablers/interventions to improve access, participation and attainment through learning pathways for eight to nineteen year olds.

Presentation 2.

When the Consultant has developed a final draft of the Report on Part 2, they will conduct/facilitate an in-person workshop unpacking the findings of both parts of the feasibility study with the project oversight group and possibly a broader community representative group of additional key stakeholders.

Project Deliverable

Final written Report on Part 2 (18 weeks after Contract signing)

Project Governance

The successful applicant will be required to present their findings to the satisfaction of a Project Oversight Group consisting of:

- Jobs Hub Representatives
- Department for Education, Children and Young People
- Jobs Tasmania
- Fingal Valley Neighbourhood House
- Local Independent Community Representatives
- Local Government Representatives, Dorset, Break O' Day, Glamorgan Spring Bay

The Project Oversight Team would strongly encourage the successful consultant to liaise where necessary with the Group chairperson or group representative through the consultancy phases.

Eligibility Criteria

To be eligible, applicants must meet the following criteria:

- have an Australian Business Number (ABN)
- be registered for goods and services tax (GST)
- be a sole trader, partnership, company, trust or an incorporated organisation at the time of the application
- must not be under External Administration or have had applications for orders to appoint liquidators or provisional liquidators, or to be wound up or dissolved, or any other action relating to insolvency
- be able to commence delivery of the consultancy and meet the negotiated timeframes
- have evidence of \$20 million public liability insurance and \$5 million professional indemnity insurance.
- Currently hold a Working With Vulnerable People card

You may be asked to supply documentation to support your eligibility claims as part of the application process, or as part of an audit process to confirm your claims were true and correct.

Assessment Criteria

There are three assessment criteria that all expressions of interest must address:

1. Organisational capacity and experience

- Demonstrated understanding of the project's objectives
- Experience in delivering similar services
- Demonstrated expertise such as staff with relevant qualifications or professional affiliations

2. Delivery plan

- A robust and clear understanding, approach and methodology that delivers the project's objectives and timelines including the planned approach to conduct in person interviews in context.
- Outline the core activities and milestones especially with regards to the specific deliverables
- Describe the delivery methodology i.e., desk-top, working groups, community consultations, programs or other activity, and any sub-contracting arrangements
- Communication and engagement strategy with the key stakeholders (list)
- Demonstrate an understanding of potential risks to the project, i.e., a Risk Management Plan

3. Budget

The applicant must show how the funds requested will be used to deliver the outcomes (the project budget). To address this criterion, applicants must:

- provide a detailed Project Budget
- outline how costs may be minimised by building on existing services and collaboration;
- provide a justification of costs.

The application process requires the applicant to address each criterion individually and attach any relevant evidence to support claims made in addressing the relevant criterion.

Terms of Engagement

Fingal Valley Neighbourhood House (FVNH) may award a contract for the whole or part of a quotation. The FVNH is not bound to award a contract for the lowest quotation, or any particular quotation.

Each quotation shall remain in force until the relevant consultant expressly notifies FVNH in writing that its quotation has been withdrawn.

Where the FVNH accepts a quotation, the consultant shall execute such documentation as the FVNH requires to bring a contract into being. No contractual obligation shall exist until all parties have executed a contract.

Fees and Conditions of Payment

- The consultant will be engaged on a fixed fee basis;
- The fee will be inclusive of all fees, expenses, and disbursements for carrying out the work.

Further Information & Submission of Expressions of Interest

If you are unsure about your ability to meet all aspects of the eligibility criteria or have questions in relation to the Consultancy Brief you should contact:

Chair of the BODEC Board, John Brown: johnbrown@bodc.tas.gov.au

Stephen Walley Stephen.Walley@bodec.org.au 0408 502 290

**Expressions of Interest are to be sent to molli.brown@bodc.tas.gov.au
by 2:00pm on Monday 22 July 2024**