

Your ref :

Our ref : D10/0034176

Enquiries :

Mr Les Marshall  
President  
Combined Small Business Alliance of Western Australia Inc.  
PO Box 253  
JOONDALUP WA 6919

Dear Mr Marshall

### **REVIEW OF THE SMALL BUSINESS TRAINING INSTITUTE**

Further to my letter dated 24 September 2009, I am writing to inform you of the outcomes from the State Training Board's review of the Small Business Training Institute (SBTI).

The review considered concerns about the performance of the SBTI raised in your letter dated 18 September 2009. The review also considered performance against deliverables outlined in the existing grant agreement between the Department of Training and Workforce Development (DTWD) and the West Coast Institute of Training (WCIT) (formerly West Coast College of TAFE) and whether the preferred provider status should remain with the WCIT.

The review found that whilst there are areas for improvement, the WCIT has made substantial progress in their pilot of the SBTI and that the SBTI has exceeded the State Training Board's expectations.

The review has recommended that the SBTI continue to operate but that a Service Agreement, with clearly-stated, measurable outcomes, be established between the DTWD, as the Principal, and WCIT, as the Service Provider of the SBTI for a further two-year period, from January 2010 to December 2011.


It has also been recommended that the continuation of funding be subject to the WCIT submitting, to the satisfaction of the DTWD, a Business Plan showing how the SBTI will address the specifications of the additional budget allocation. The future funding arrangements will also be subject to the WCIT being able to demonstrate its capacity to improve in the areas identified in the performance review of the SBTI pilot and the areas of concern raised by Combined Small Business Alliance of Western Australia (CoSBA).

The Minister for Training and Workforce Development has been advised of the outcomes of the review and has approved an additional grant allocated under the State Government economic stimulus package to the SBTI, subject to the conditions being met as recommended by the review.

The State Training Board is more than happy to facilitate a discussion between the CoSBA and SBTI to discuss the items raised in this correspondence and/or resolve any outstanding issues should you wish to do so. If you would like a meeting to be convened, please contact Mr Paul Giltrow at the Office of the State Training Board on 9238 2507.

Thank you for bringing these matters to my attention.

Yours sincerely

A handwritten signature in black ink, appearing to be 'K Spence', written over a circular stamp or mark.

KEITH SPENCE  
CHAIR  
STATE TRAINING BOARD

22 January 2010