Section 1

Overview of the Racing Industry Training Package

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Introduction

This training package reflects the views of the racing industry in that it provides structured training for occupations within the industry from entry level to more advanced levels, and matching qualifications. The package meets the requirements for new apprenticeships.

A further qualification is under development by the industry in consultation with the schools system/s. This qualification will cater for those who seek to enter the industry while undertaking full or part-time schooling.

A submission will be made to the National Training Framework Committee in the second half of 1998. The submission will be supported by industry and schools and will seek endorsement by the NTFC and approval by the commonwealth Ministers of Education and Training of an AQF level 1 qualification for incorporation into the racing industry training package.

This package seeks to broaden the impact of training for the Racing Industry. It does this in three ways. It provides;

- competency standards for all codes of the racing industry;
- review and reworking of existing standards;
- extension of the range of standards to cover the occupations of kennelhand, trainers, trackrider and trackdriver.

The package addresses those occupations, which are the mainstay of the industry. In introducing standards for trainers it examines the distinctions that exist between trainers of different animals, ie the horse and the greyhound, and trainers operating at different levels of complexity within the one code.

All trainers are self-employed people running a small business. There are however, differences that are significant enough within the definition to warrant two sets of standards, one for the owner/trainer with a small number of animals in training and one for the professional trainer with a large clientele and national and international operations.

The Training Package project arises from earlier work commissioned by the Thoroughbred Racing Industry in 1993. That was the project to establish national competency standards for jockeys, trackriders, stablehands, and harness trainer/driver. These occupations form the broad base of the industry.

The establishment of standards for base level and specialist groups heightened the anomaly of lack of standards for those responsible for the workplace training of the base level and specialist groups. Thus the Thoroughbred Racing Industry in conjunction with the Australian Trainers Association (ATA), sought assistance and funding to develop competency standards for thoroughbred horse trainers. This approach which began at the annual general meeting of the ATA in November 1994 was subsequently broadened to involve a revision of existing standards for harness trainers and the inclusion of greyhound trainers in the competency standards.

The Trainers' Standards project, which was funded by ANTA, commenced in September 1996 and has been overtaken by the introduction of the training package concept to the national training agenda.

Introduction (Cont)

The Victoria Racing Club, as agent for the racing industry through Racing Training Australia, was funded in 1996 by ANTA to produce endorsed components of a training package for the racing industry.

As extensive industry consultation with all codes had taken place during the trainers standards project it was decided to incorporate this work into the Training Packages Project and to use the same Project Reference Group (with some additions) for the new project.

This project commenced in January 1997 with the appointment of Western Melbourne Institute of TAFE as the Project Manager.

Transitional Arrangements

Due to the introduction of new standards and a new assessment system, a transition phase and subsequent transitional arrangements, must be recognised. During this period there will be a number of approaches taken including:

- maintenance of status quo including the use of existing assessment processes identified in accredited curriculum, issuing of existing credentials and the use of existing training resources.

- a combination of status quo and implementation of new arrangements endorsed in the Racing Industry Training Package addressing issues such as;

  - resourcing

  - training of personnel involved in assessment processes

- full implementation of new arrangements endorsed in the Racing Industry Training Package.

These phases will be influenced, and determined by, an ongoing consultation process between Racing Training Australia, on behalf of the Racing Industry, and State and Territory Training Authorities.

Matters requiring consultation include:

- resourcing and funding the AQF qualifications

- nominal training hours allocated to AQF qualifications

- conduct of external audits

- assessment processes

- status of existing curriculum

- status of existing qualifications

Racing Training Australia

The Racing Industry Training Package is submitted to the National Training Framework Committee by Racing Training Australia. Racing Training Australia is the national training body for the three codes of the Racing Industry and the Totalisator Agency Boards. Branches of RTA operate in the States and Territories of Australia, except the Australian Capital Territory, which comes under the jurisdiction of New South Wales.

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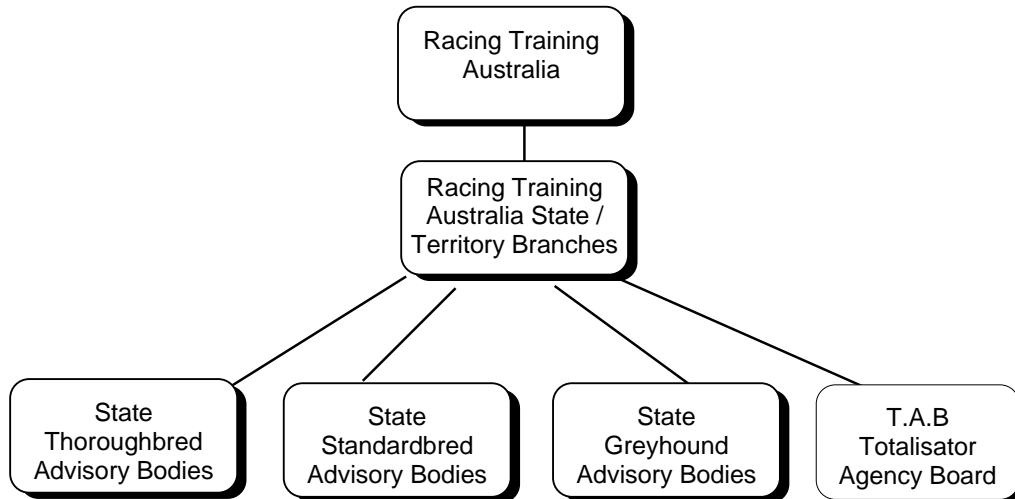
Establishment and Structure

Racing Training Australia (RTA) was established in late 1996 to coordinate training and develop training policy for the industry including career pathways and appropriate training and qualifications for those employed in, or seeking employment in the industry. Racing Training Australia has established a national secretariat and a council consisting of representatives of the following peak organisations:

- Principal Thoroughbred Racing Clubs

- Australian New Zealand Greyhound Association

- Australian Harness Racing Council

- Association of Totalisator Boards

Each State and the Northern Territory has established a similar structure, which also includes representatives of training providers and DEETYA, and which implements policy on training at the State level. It should be noted that in most states the industry is both a training provider and an advisory body.

Training plans are currently being developed in each State and Territory for submission to State and Territory Training Authorities. A national search conference was held in February 1998 which will result in a national training plan and priorities for the industry being developed. This plan will be submitted to ANTA.

Relationships with Other Organisations

Whilst Racing Training Australia has been established as a separate entity (Industry Training Advisory Body) cross-sectoral links are being maintained with other Industry Training Advisory Boards and Bodies. The most relevant of these is the Sport and Recreation Training Authority. A strong working relationship exists with the SRTA through joint membership of the Recreation Industry Council of Australia and the Recreation Industry Training Company. The latter organisation is chaired by Racing Training Australia.

RTA has also been actively involved with SRTA in the development of core competencies in the Sport and Recreation Industry (community recreation, outdoor recreation, fitness, sport and racing). Copies of this training package have been provided to SRTA.

Role

The role of RTA incorporates but is not limited to:

- developing training policy for the racing industry;
- advising government regarding annual industry training plans and tri-annual strategic training plans;
- mapping industry occupational / functional areas, and identifying sector similarities;
- coordinating the development of industry competency standards and associated resources;
- evaluation of training outcomes at organisation levels;
- facilitating the integration of training between sectors; and
- increasing the status of training within the industry.

Responsibilities

Racing Training Australia's primary responsibilities are:

- to assist state racing training bodies in the implementation and operation of the assessment system for Racing Industry Training Package;
- to develop and foster partnership arrangements with State/Territory Training or Recognition Authorities and with Registered Training Organisations to ensure the smooth implementation, review and evaluation of the training package.

Tasks

More specifically the tasks of Racing Training Australia are:

- to establish a national process and conduct evaluation, maintenance, and overall implementation of the Racing Industry Training Package including the instigation of modifications and changes as required;
- to work closely and cooperatively with State/Territory Training and Recognition Authorities and Registered Training Organisations in the implementation, review and evaluation of Racing Industry Training Package; and
- to monitor applications regarding customisation of competency standards and the national qualifications with regards to maintaining the integrity of the competency standards and the portability and industry acceptance of national qualifications.

The Racing

The Racing Industry is an international industry with racing and breeding conducted in North and South America, Europe, Asia, South Africa and

Industry

Australia and New Zealand. In Australia the Racing Industry is a national industry consisting of three codes, thoroughbred, standardbred and greyhound. The codes refer to the breed and type of animal competing.

Each code operates independently of the others, and there are different governing bodies for each code in each state. However, the industry is coordinated on a national basis by bodies such as: The National Office of Australian Racing (Thoroughbred); The Australian New Zealand Greyhound Association (Greyhounds) and the Australian Harness Racing Council (Standardbreds). Income for the industry is generated by wagering which is conducted by Totalisator Agency Boards established under legislation by State and Territory Governments. A portion of turnover is returned to the industry for prize money and running costs.

History of the Racing Industry

The early European settlers began breeding thoroughbred horses for racing in 1799 with the first official race meeting being held in Sydney in 1810. Standardbred horses were bred in the eighteen sixties and harness racing with horses pulling sulkies began in earnest in the nineteen twenties. The sport of greyhound racing grew out of the use of these animals as hunters of small game by the early settlers. The first coursing meeting was held in South Australia in 1867. By May 1927 racing with mechanical hares was established at Harold Park in Sydney.

Contribution to the National Economy

The most recent comprehensive study of the industry (ACIL Australia Pty Ltd) was conducted in 1991/92 and concluded that the industry made up about 0.5% of Australia's GDP or $2.4 billion. Direct employment involved 132,000 people or 40,000 full time equivalents (FTE). The flow on effect of this expenditure was estimated to have totalled 100,000 FTE employees and some $6 billion of G.D.P in 1991/92.

Note: For statistical purpose ACIL defined the industry as comprising nine sectors; administration, breeding, owning, training and keeping racers, riding and driving, veterinary, farriery, club, and race gambling. Race gambling accounts for approximately 62% of contribution to G.D.P.

As the industry is based on regular competition between animals, there is a high level of investment in racing livestock. Industry sources put the numbers of thoroughbred horses at 120,000, and standardbred horses at 100,000 and each year approximately 21,000 greyhound pups are whelped. The animals compete in an annual calender of races organised by a multitude of race clubs across the country. For example in 1990/91 the five hundred thoroughbred racing clubs organised 3785 race meetings with prize money in excess of $200 million dollars (source ACIL Australia Pty Ltd Study).

Recent changes to legislation enable racing to be conducted on each day of the week and night racing of thoroughbreds will commence in several states in 1998, thus increasing turnover and revenue.

Governance of the Racing Industry and Rules of Racing

The industry revolves around the concepts of breeding, owning, training and racing animals in industry regulated competition. The organisational structure of the industry emanates from the racing clubs. The clubs receive most of their operational funding from government sources.

Although most states have a Racing Act and a Minister for Racing the industry is largely self regulated with Committees of Clubs operating under the Australian Rules of Racing and / or local Rules of Racing. The Rules of Racing are published by the industry codes and are a compilation of definitions, regulations, penalties, procedures, powers and punishments. The rules have evolved from the history and tradition of the sport particularly in the thoroughbred part of the industry. Since the industry relies on public support through wagering it is encumbent on the industry to have procedures in place which ensure public confidence in the integrity of the industry.

It is significant that the Rules provide power to the Committee of the Clubs to control and generally supervise racing, to license various occupations within the industry, to enquire into and investigate any matter relating to racing, to register organisations and persons, to delegate power and to punish persons for breaches and contraventions.

An important power of the Committee is to appoint stewards who have considerable delegated powers over the conduct of the race meetings and matters relating to race meetings. Like the Committee they are able to regulate, control, and inquire into the conduct of officials, licensed persons and others. They are able to disqualify animals and persons from participating in various activities, and can impose monetary penalties on licensed persons. For example, a jockey or harness driver or trainer can be disqualified from participating in racing or training for a period and can be fined as well.

In this sense the racing industry is unique as few if any other industries allow some of their number such wide powers over others in the industry, particularly, as the members of Committees with few exceptions, are volunteer participants elected by the members of the Club, or in some cases appointed from the members of the Club.

Licensing

Participation in the industry for certain occupations is regulated by a licensing system controlled by the industry. Licences and permits cover occupations such as jockey, trainer and harness driver.

The Committees of Racing Clubs are able to issue licences or permits for specified periods to individuals who apply for them and pay the appropriate fee. The licence enables the holder to participate in specified occupations and activities of the industry. For example, a thoroughbred trainer may be issued with an annual licence or permit to train. The licence may specify that the trainer can operate within a geographical area, eg: outside the Metropolitan area of Melbourne or may be non-restrictive.

The licence can be revoked or cancelled by the Committee of the Racing Club at any time. The power of granting and revoking licences effectively regulates the numbers in occupations in the industry and controls the conduct of those practising the occupations.

To date the issuing of licences to individuals in some occupational groups eg trainers, has not been linked to the formal qualifications an applicant may posses, rather to matters which are not defined in rules but equate to such things as knowledge and experience in the industry, demonstrated good character, financial viability and evidence of having access to facilities eg stables, and kennels.

The recent introduction of National Certificates in Jockey Practice and Harness Driving has tended to bring the issue of licences and qualifications closer together with recently trained jockeys and harness drivers having both an accredited certificate and a full licence to ride or drive. The point to be noted here is that the issuing of a licence is at the discretion of the stewards and not as a consequence of the qualification.

Registration of Employees

It is a requirement under the Rules of Racing for licensed trainers to make application to the Racing Club for the registration of employees. This rule covers people such as stablehands, attendants, strappers and apprentice jockeys who are articled to the trainer. As with other licensed occupations, these registrations may be revoked by the stewards of the Club and as with licensing registration is not dependent on qualifications.

Racing Industry Training Package

This Racing Industry Training Package contains three endorsed components. They are:

- National Competency Standards that cover the three codes of racing:
  - Greyhounds
  - Standardbreds
  - Thoroughbreds
- Assessment Guidelines for the racing industry
- National Qualifications for the racing industry

The Non Endorsed components of the Racing Industry Training Package refer to the learning strategies, the learning and assessment resources and materials developed to assist training providers and assessors.

Information on both the endorsed and non-endorsed components of the Racing Industry Training Package is contained in this document.

Exclusions to the Racing Industry Training Package

The Racing Industry Training Package provides a system, which describes the skills and knowledge required by the racing industry over five AQF levels. It describes the combination of competencies required to gain a national qualification and it also provides guidelines for the assessment system for the industry.

The Racing Industry Training Package, however, is not directly connected to the licensing arrangements in place in the Racing Industry. Combinations of competency units and the national qualifications established will not provide an individual with the relevant licences and authorities needed in this industry. The Racing Industry Training Package supports the development of the necessary skills and knowledge required for the relevant licences, however the licences must be obtained independently from the relevant issuing bodies. Persons entering the industry need to be familiar with the industry requirements for licensing as laid down in the Australian and Local Rules of Racing and relevant State and Territory legislation.

Purpose of the Racing Industry Training Package

The Racing Industry Training Package will make training and the development of skills within the industry more flexible, relevant and applicable to both the racing industry and the broader workforce. It will encourage employment based training and workplace delivery of training. Qualifications are directly linked to the endorsed racing industry competency standards and are complemented by a range of cross-industry standards. The Racing Industry Training Package contains clear guidelines and materials to support these standards.

Project Outcomes

The scope of the industry for the purpose of this project is defined as encompassing standardbred and thoroughbred horses and greyhounds engaged in industry regulated competition. The project has identified a model, which has implications and uses beyond the defined project outcomes. The model provides opportunities for competency acquisition and recognition within the industry defined above, within the broader racing industry and across a range of complementary industries.

Therefore, the project outcomes are:

- a framework of competency standards packaged at AQF levels 1 – 5. This framework provides a new set of national competency standards integrating the existing standards for stablehands, trackriders, jockeys and harness trainers/drivers where appropriate and incorporates new standards for kennelhands and trainers of greyhounds, standardbreds and thoroughbreds;
- the packaging of competencies aligned to the Australian Qualifications Framework (AQF) to provide qualifications specifically for the racing industry; and
- the development of industry endorsed Assessment Guidelines for the racing industry, which are in accordance with the principles for assessment as determined by the Ministerial Council of ANTA.

Industry Demand for Training Packages

The governing bodies of each code in the racing industry have expressed support for the concept of National Competency Standards which they see as improving the status of the industry generally and in particular the qualifications of those participating in the industry.

In some quarters, standards are seen as a benchmark for addressing the licensing question, which is common to all codes and involves most occupations within the industry. Others see the need for standards to support the professionalism of the industry as it increasingly competes with other forms of sport, entertainment and wagering.

The appendix contains letters of support for this training package from the relevant governing bodies of the industry.

Competency Standards

National competency standards are a key endorsable component of the Training Package.

Competency comprises the specification of knowledge and skills required and the application of that knowledge and skill to the standard of performance required in the workplace.

The competency standards for the racing industry are broadly based, user friendly and easily applied to workplace delivery.

The units of competence for the racing industry are:

RGR006 A	Apply Occupational Health and Safety Procedures
RGR007 A	Handle Horses or Greyhounds Safely 1
RGR008 A	Work Effectively in the Racing Industry 1
RGR009 A	Care For Horses or Greyhounds
RGR010 A	Handle Horses or Greyhounds Safely 2
RGR011 A	Work Effectively in the Racing Industry 2
RGR012 A	Ride or Drive Horses at Track Work
RGR013 A	Ride or Drive Horses in Races
RGR014 A	Manage Personal and Business Affairs
RGR015 A	Manage Race Riding Weight *(Thoroughbred Specific)*
RGR016 A	Maintain Greyhounds, Standardbreds or Thoroughbreds in a Healthy State and Safe Environment
RGR017 A	Determine Nutritional Requirements for Greyhounds, Standardbreds or Thoroughbreds
RGR018 A	Assess Health and First Aid for Greyhounds, Standardbreds or Thoroughbreds
RGR019 A	Plan a Training and Racing Program for Greyhounds, Standardbreds or Thoroughbreds
RGR020 A	Manage Education of Greyhounds, Standardbreds or Thoroughbreds
RGR021 A	Train and Race Greyhounds, Standardbreds or Thoroughbreds
RGR022 A	Assess Training and Racing Programs of Greyhounds, Standardbreds or Thoroughbreds
RGR023 A	Manage a Training and Racing Program 1
RGR024 A	Manage Maintenance of Plant, Equipment and Property 1
RGR025 A	Manage Finances 1
RGR026 A	Manage Self and Others 1
RGR027 A	Manage a Training and Racing Program 2
RGR028 A	Manage Maintenance of Plant, Equipment and Property 2
RGR029 A	Manage Finances 2
RGR030 A	Manage Self and Others 2

Competency Standards (Cont)

Competency standards identified and are under negotiation with the relevant Industry Training Advisory Board / CSB from which electives will be chosen include:

- Workplace Trainer Competency Standards
- Assessor Competency Standards
- Frontline Management
- Small Business
- Transport & Distribution

Additional competency standards will be identified and their inclusion negotiated with the relevant Industry Training Advisory Board / CSB. Further advice will be provided to National Training Framework Committee (NTFC) on a regular basis.

Customisation

There are three broad principles relating to the customisation of both racing industry specific and cross industry competency standards. Customisation of the competency standards to meet the specific need of an enterprise or workplace must ensure that:

- the specific skill requirements are covered to the standard accepted by the industry;
- the issue of portability within the industry is addressed and maintained; and
- the integrity of the standards and the AQF qualification are maintained.

Customisation is designed to convey the enterprise or industry specific requirements without changing the skill level or altering the skill described in the competency standard. Customisation is not designed to be so extensive that the assessment and training required to achieve the unit of competency is substantially changed.

Registered Training Organisations proposing customisation of the racing industry competency standards should consult Racing Training Australia (RTA) to ensure the principles of customisation are met. Details on Customisation guidelines and principles which must be met are contained in Section 3 'National Qualifications'.

Assessment Guidelines

Assessment is the process of collecting evidence and making judgements on whether competency has been achieved. As such, the purpose of assessment is to confirm that an individual can perform to the standard expected in the workplace as expressed in the relevant industry or enterprise specific competency standards.

The Racing Industry Training Package incorporates the assessment arrangements for a national assessment system for the racing industry.

The Assessment Guidelines provide a model for assessment within the industry. The model allows for Registered Training Organisations to work in conjunction with the racing industry for the process of assessment.

The Racing Industry Assessment Guidelines details the assessment system to be used in the racing industry. The components of the Assessment Guidelines are:

- Assessment System Overview
- Assessor Qualifications and Training
- Guidelines for Designing Assessment Materials
- Guidelines for Conducting Assessments
- Sources of Information on Assessment

More information on assessment is provided in Section 2 'Assessment Guidelines for the Racing Industry'.

National Qualifications	Groups of competency standards are aligned to the Australian Qualifications Framework (AQF) to provide a national qualification. The outcomes of the qualification will depend on the combination of competencies covered. Qualifications exist at four levels within the racing industry.

These are:

Certificate II in Racing

RGR 201 98 - Certificate II in Racing (Thoroughbred) – Stablehand Level 1

RGR 202 98 - Certificate II in Racing (Standardbred) – Stablehand Level 1

RGR 203 98 - Certificate II in Racing (Greyhound) – Kennelhand Level 1

Certificate III in Racing

RGR 301 98 - Certificate III in Racing(Thoroughbred) – Stablehand Level 2

RGR 302 98 - Certificate III in Racing(Thoroughbred) – Track Work Rider

RGR 303 98 - Certificate III in Racing (Standardbred) – Stablehand Level 2

RGR 304 98 - Certificate III in Racing (Standardbred) – Track Work Driver

RGR 305 98 - Certificate III in Racing (Greyhound) –Kennelhand Level 2

Certificate IV in Racing

RGR 401 98 - Certificate IV in Racing (Thoroughbred) – Jockey

RGR 402 98 - Certificate IV in Racing (Thoroughbred) – Thoroughbred Trainer Level 1

RGR 403 98 - Certificate IV in Racing (Standardbred) – Harness Driver

RGR 404 98 - Certificate IV in Racing (Standardbred) – Harness Trainer Level 1

RGR 405 98 - Certificate IV in Racing (Greyhound) – Greyhound Trainer Level 1

Diploma in Racing

RGR 501 98 - Diploma in Racing (Thoroughbred) – Thoroughbred Trainer Level 2

RGR 502 98 - Diploma in Racing (Standardbred) – Harness Trainer Level 2

RGR 503 98 - Diploma in Racing (Greyhound) – Greyhound Trainer Level 2

More details are included in section 3 'National Qualifications for the racing industry'.

Learning Strategies and Resources

Learning strategies and resources form part of the non-endorsed component of the Racing Industry Training Package. Learning strategies are left flexible so that trainers and providers of training are able to best select methods, strategies and resources to suit the particular needs of the learners / trainees they are dealing with.

There are nationally developed and endorsed products available to support training and learning. These are listed in Appendix 2. These existing resources may need modification and adaptation to bring them in line with the endorsed competency standards and the assessment guidelines.

Racing Industry Training Package Project

Project Management

The project was managed by Western Melbourne Institute of TAFE for Racing Training Australia. The project consisted of two stages.

Stage One included the establishment of the management and consultative networks for the project, the appointment of the project team and the completion of the research phase for the endorsed components of the Training Package.

Stage Two produced the necessary competency standards (including revisions to existing standards) and the agreed Assessment Guidelines for the Racing Industry (within the parameters for assessment agreed to by the Ministerial Council of ANTA) and packaging of these standards to AQF levels 2 – 5.

Subsequent to Stage Two, consultations between Industry and Schools Authorities have resulted in an AQF 1 qualification being developed for submission to the National Training Framework Committee in July 1998.

Project Team

Peter Crocker	Project Manager, Western Melbourne Institute of TAFE
Bill Bradshaw	Consultant
Bob Hoysted	Australian Trainers Association
Suzie Sereda	Training Alternatives (Tas) Pty Ltd
John Randles	Harness Racing Industry Training Centre (Vic)
John Clarke	Western Melbourne Institute of TAFE
Tess Demediuk	Western Melbourne Institute of TAFE
Sue Hamilton	Western Melbourne Institute of TAFE
Jane Stewart	Western Melbourne Institute of TAFE

Project Steering Group

John Anstey	Chair - Racing Training Australia Chair Project Steering Group
Peter Corke	Chief Executive Officer Greyhound Racing Board Queensland
Dr Alan Fridley	Director of Training Australian Jockey Club N.S.W
Jack Webber	Master of Apprentices W.A Turf Club
Ian Pickett	Manager Horse Industry Skills Centre South Australia
Chris Watson	Manager, Racing Industry Training & Education Centre Victoria Racing Club
Liz Curtis	Coordinator, Racing Industry Training Launceston Institute of TAFE, Tasmania
John Graham	Director Queensland Racing Industry Training Centre
Gavin Fitzpatrick	Chief Executive Australian, New Zealand Greyhound Association
Ken Dyer	Chief Executive Australian Harness Racing Council Victoria
Ned Wallish	Manager Jockeys Association Victoria
John Alducci	Chief Executive Australian Trainers Association Victoria
Bob Hoysted	President Australian Trainers Association Victoria
John Longhurst	Organiser Australian Workers Union N.S.W

Terms of Reference for the Project Steering Group

- To oversee the project and provide advice and support to the project team.
- To endorse the project plan and methodology and monitor progress.
- To receive and consider reports from the project team.
- To authorise action as appropriate to the stages of the project.
- To assist the project team by convening and facilitating industry focus groups for the purpose of ensuring that the Racing Industry Training Package reflects the views and practices of each state / territory as far as practicable.
- To provide feedback to the project team on the outcomes of each consultation.
- To endorse the final draft Racing Industry Training Package for submission to the National Training Framework Committee of the Australian National Training Authority (ANTA).

Roles and Responsibilities

- To ensure project timelines are met.
- To ensure prompt return of data and feedback to assist the project and ensure that all views are taken account of when formulating the Training Package.
- To ensure attendance in person or via nominee at meetings.

Consultation with Industry

The project team met with representatives of industry groups in each State of Australia.

The Northern Territory attended the South Australian meetings for reasons of cost effectiveness and the Australian Capital Territory was represented by Racing Training New South Wales. The focus groups were assembled by the State Branches of Racing Training Australia with each code of the industry drawing on key individuals and occupational groupings within the code to provide expert advice on the endorsed components of the package. The following occupational areas were represented on most focus groups;

- racing administration,
- stewards,
- trainers,
- jockeys, drivers,
- trainee stablehand, jockey, driver,
- officials of peak organisations ,
- training providers.

Focus group discussions were facilitated by members of the Project Team. Dacum sessions were used where appropriate and breakout groups were used to examine specific technical issues relating to particular occupations. First drafts were circulated to readers nominated by the Project Steering Group for comment and amendment.

Validation

As each state was visited information already collected was tested and trialed with the new focus group. This process quickly exposed certain universal principles. Other areas where views varied from state to state were reworked and returned for further discussion.

Two questionnaires were used to test drafts with people outside of focus groups. The returns confirmed the general principles of the draft standards and provided valuable information, which was used to fine tune the range of variables, evidence guides, and under-pinning knowledge and skills.

All drafts were subjected to the scrutiny of the Project Steering Group who provided advice and encouragement during the process leading to endorsement. It should be noted that ANTA through Jim Cusack were particularly helpful in providing advice and guidance on training package policy during the course of the development of the endorsed components. In particular the assessment guidelines were a source of much discussion in the industry as the licensing question and existing powers of officials within the industry relate closely to assessment.

Overview of Project Methodology

Mid Jan – End Feb 97	*Project Establishment*	• Establish Project Team, Consultations and Project Steering Group (PSG) • Establish contact with ANTA • Meet with PSG to endorse project aims and methodology
Mid Jan – End Mar 97	*Research* *Draft Competency Framework* *Draft Assessment Guidelines*	• Review existing national and across industry standards • Research existing policy on training packages and the application of principles • Establish draft competency standards framework and draft assessment guidelines for the Racing Industry • Provide project report to ANTA

Overview of Project Methodology (Cont)

Early Mar – Mid May 97	*Consultation*	•	Project team develops first draft of Racing Industry National Competency Standards and an overview of components of the assessment guidelines
	Develop first draft of Racing Industry National Competency Standards and Assessment Guidelines	•	Conduct PSG meeting to review draft standards and assessment guidelines
		•	Consultation with industry focus groups in each state/territory facilitated by PSG representatives
	Amend draft	•	Amend first draft following feedback
		•	Mailout of amended draft to PSG representatives for review and validation
		•	Validation of draft competency standards and assessment guidelines by PSG
Mid May – Mid June 97	*Development of Racing Industry Training Package*	•	Package the Racing Industry National Competency Standards and align to AQF indicating core, elective and specialist outcomes
		•	Mailout of draft training package to PSG representatives
		•	PSG representatives facilitate industry consultation
		•	Conduct PSG meeting to validate draft Racing Industry Training Package
		•	Final report to ANTA including endorsed Racing Industry Training Package
30 Aug 97	*Variation*	•	Extension of project to include non-endorsed components
October 98	*Project acquittal*	•	Audited financial statement to ANTA

Industry Involvement

Extensive industry consultation and validation has occurred during the development of the Racing Industry Training Package. A list of all participants involved in the development of the training package is included in Appendix 1. The following is a list of the industry focus group meetings held.

Trainers Standards Project

Focus Groups

14/15/16 October 1996	Tasmania (Greyhound, Standardbred and Thoroughbred)
21/22 October 1996	Brisbane, Queensland (Greyhound, Standardbred and Thoroughbred)
23/24 October 1996	Sydney, NSW (Greyhound, and Thoroughbred)
7 - 10 February 1997	Perth, WA (Greyhound, Standardbred and Thoroughbred)
11/12 February 1997	Adelaide, SA* (Greyhound, Standardbred and Thoroughbred)
17 February 1997	Melbourne, Vic (Standardbred and Thoroughbred)

* Including Northern Territory (Greyhound, and Thoroughbred)

Training Packages Project

7 April 1997	Brisbane, Queensland Trainers, jockeys, drivers and administrators (Greyhound, Standardbred and Thoroughbred)
9 April 1997	Adelaide, South Australia Trainers, administrators (Greyhound, Standardbred and Thoroughbred)
10 April 1997	Melbourne, Victoria Trainers, administrators, jockeys (Greyhound, Standardbred and Thoroughbred)
11 April 1997	Perth, Western Australia Trainers, jockeys, administrators (Greyhound, Standardbred and Thoroughbred)
14 April 1997	Launceston, Tasmania Trainers, jockeys, administrators (Greyhound, Standardbred and Thoroughbred)
18 April 1997	Sydney, New South Wales Trainers, administrators, drivers (Greyhound, Standardbred and Thoroughbred)

Project Steering Group Meetings

Trainers Standards

- 18 September 1996

Training Packages

- 25 February 1997

- 17 March 1997

- 30 May 1997

- 8 September 1997

- 5 November 1997

- 4 March 1998

- 20 May 1998

Contacts 1998/99

National Office	Address	Contact	Telephone
New South Wales	TAB NSW GPO Box 4168 Sydney 2001	Michelle Jackson	(02) 9218 1438
Branches			
Northern Territory	Darwin Turf Club GPO Box 589 Darwin 0801	Wayne Pollock	(08) 8941 1566
Queensland	Queensland Principal Club GPO Box 629 Hamilton Central 4007	Andrew Harding	(07) 3252 9577
South Australia	C\- South Australian Jockey Club GPO Box 1695 Adelaide 5001	Ellen Helm	(08) 8295 0180
Tasmania	Racing House 53 St John Street Launceston 7250	David Peters	(03) 6336 2680
Victoria	C/- Victoria Racing Club 400 Epsom Road Flemington 3031	John Anstey	(03) 9258 4680
Western Australia	Western Australian Turf Club PO Box 222 Belmont 6104	Jack Webber	(09) 277 0777