Powering Skills Organisation Ltd

Project Plan and Consultation Strategy

Date: 23/09/2025

Project Title: PSO_ANN_2425_009

UEE Full Training Product Review

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Project Purpose Statement
The UEE Full Training Product Review is an initiative led by Powering Skills Organisation (PSO) to comprehensively review and streamline the UEE Electrotechnology Training Package. This project seeks to reduce redundancy, address outdated training content, and align qualifications, Skill Sets and Units of Competency (UoCs) with current industry needs, regulatory changes, and future energy goals. It aims to provide a future-ready, accessible, and industry-relevant training framework to support Australia's transition to clean energy.

Outcomes
The project will involve a review and revision of 74 qualifications, 552 units of competency, and 75 skill sets. This comprehensive update aims to ensure alignment with the updated Essential Performance Capabilities (EPC), licensing requirements, and emerging technologies. Additionally, it seeks to rationalise overlapping content and simplify qualification structures, while addressing specific stakeholder requests to update niche qualifications. The main purpose of the project is to reduce system churn and transition barriers for Registered Training Organisations (RTOs) and learners, support the national clean energy goals by updating training content for sustainability, improve the relevance, quality, and accessibility of training across the energy sector, and create predictable, industry-aligned pathways from Certificate I to Advanced Diploma qualifications.

Project Timeframe
Phase 1: Desktop Analysis • **Duration:** 1 May 2025 – 30 September 2025 • **Objective:** Review existing qualifications, Skill Sets, and Units of Competency (UoCs) language and alignment to the incoming qualification reforms as well as enrolment data for each training product. **Phase 2: Stakeholder Engagement** • **Duration:** 1 July 2025 – 30 September 2025 • **Objective:** Consult with industry, educators, and regulators to assess barriers to training and current challenges being experienced by the end users of the UEE training products. **Phase 3: Product Development** • **Duration:** 30 September 2025 – 30 September 2026 • **Objective:** With the assistance Subject Matter Expert (SME) groups and technical committee advice develop revised qualifications, skill sets, and UoCs. **Phase 4: Consultation** • **Duration:** 1 October 2026 – 1 November 2026 • **Objective:** Public and government consultation to obtain feedback on revised UEE training products.

Phase 5: Finalisation

- **Duration:** 2 November 2026 – 14 December 2026
- **Objective:** Final submission and national endorsement through DEWR Assurance and Skills Ministers.

Timeline	
Project Start	May 2025
Initial Scoping	May 2025 – 30 June 2025
Desktop Analysis and Initial Stakeholder Engagement	1 July 2025 – 30 September 2025
Product Development	30 September 2025 – 30 September 2026
Drafts available for Public and Government Consultation	1 October 2026 – 1 November 2026
Incorporation of feedback and validation of final drafts	2 November 2025 - 14 November 2025
Check by Commonwealth, state and territory Senior Responsible Officers	17 November 2026 – 2 December 2026
Submission to Assurance Body for review	14 December 2026
Submission to Skills Minister for endorsement	30 January 2027

Justification for timeline

PSO will collaborate with our existing network of industry Subject Matter Experts (SMEs) to collect feedback on the 74 qualifications, 552 units of competency, and 75 skill sets. These findings will then be presented in online workshops for further feedback and recommendations. PSO proposes to run a series of online workshops from July - September 2025 including broad and targeted stakeholder engagement.

PSO proposes to engage several different SME groups for this project to cover the scope of expertise and requirements across different qualifications. Initial SME groups composition will be finalised by the end of June 2025, with the first on-line Teams meetings in conducted July - September 2025. These meetings will allow for initial review of training products. Further meetings will occur via Teams to assist with drafting and review of training product over the development period (September 2025 - September 2026).

PSO will appoint an overarching Technical Committee in August 2025 with this committee will meet online monthly during the development phase with an in-person meeting prior to release of all draft material for public consultation October 2026.

Subject Matter Expert groups

This project will involve the engagement of Subject Matter Expert groups through a series of online meetings. These sessions will evaluate the relevance and effectiveness of existing training products and contribute to the development of new ones. SME groups will be structured according to the various industry sectors within the UEE Training Package to ensure appropriate expertise is applied

across all project areas. Powering Skills Organisation (PSO) will ensure the involvement of key industry stakeholders, including—though not limited to—employers, government representatives, Registered Training Organisations (RTOs), and unions.

Subject Matter Expert groups

- Electrical
- Refrigeration and air conditioning
- Instrumentation
- Electronics, Communications, Data and Voice
- Fire and Security
- Hazardous areas
- Rail signaling
- Renewable Energy
- Diploma and advanced Diploma

Technical Committees (TC)

A Technical Committee (TC) will be established to advise PSO on the purpose and application of qualifications, training design, delivery and assessment, AQF levels, impacts on learners, possible implementation issues and additional stakeholders that should be included in consultation. TC representatives will include subject matter and educational experts from industry and employee associations, registered training organisations, State and Territory government training departments, Unions and Regulators.

The TC will convene on a monthly basis from October 2025 and throughout the development phase to ensure that training product development and stakeholder consultation align with industry expectations and the Training Package Organising Framework (TPOF) requirements. The TC will review draft materials prior to both the public and government consultation phases, as well as before final submission to the assurance body.

Stakeholder Identification and feedback

In addition to the Technical Committee, PSO will directly consult with other Jobs and Skills Councils (JSCs) and their stakeholders that may be affected by the training packages related to these training products. Stakeholder engagement will follow a structured plan, informed by PSO's national networks and risk management framework.

Key stakeholders for this project include:

- Industry subject matter experts
- Large and small employers in the Electrotechnology and Energy Sector
- Educational Experts RTO, Industry or Organisational experts that are not only SME's in their chosen field but have vocational educational experience / expertise or similar competencies within the education sector.
- Registered Training Organisations (RTOs) with UEE training products on scope for delivery.
- Industry associations including but not limited to Master Electricians Australia (MEA), National Electrical and Communications Association (NECA), AIRAH, Air conditioning & Mechanical Contractors Association (AMCA), Refrigeration & Air conditioning Contractors Association (RACCA), Custom Electronics Design and Industry Association (CEDIA), National

Fire Industry Association, Fire Protection Association Australia, National Electrical Switchboard Manufactures Association (NESMA)
- Electrical Trades Union and or other associated unions
- Government Licencing and Regulatory departments and agencies
- Electrical Regulatory Authorities Council (ERAC)
- State Training Authorities and Senior Responsible Officers (SROs)
- Any other relevant organisation, learners or individuals
- Relevant Jobs and Skill Councils that may be impacted by these updates.

All stakeholders, including those attending SME groups and TC, will also be afforded the opportunity to provide feedback via the following methods:

- Direct engagement with stakeholders via in-person and web-based meetings.
- Email via training@poweringskills.com.au
- Website via subscription to newsletters and updates.
- Online via our project specific feedback portal.
- Online via the monthly "Insights" meeting.
- Online via the focussed Technical Advisory Groups meetings.
- Booking a one-on-one meeting with one of our Senior Technical Training Managers, Director and General Manager Activity and Projects. This service is provided via the PSO website.

Consultation during the project

Based on initial stakeholder engagement, Powering Skills Organisation (PSO) will develop draft recommendations for the training package framework to initiate consultation with the relevant Subject Matter Expert groups and to seek input from the Technical Committee (TC) during the development phase. Additional stakeholder cohorts will be identified as required throughout this stage. This broader engagement will ensure further opportunities for feedback prior to the finalisation of the Training Products.

Broad consultation will continue throughout the project timeline, not limited to the scheduled timeframes. PSO encourages and welcomes feedback at any time during the project term. Feedback can be provided through training@poweringskills.com.au or through the consultation link via the project page on the website.

To ensure comprehensive and inclusive feedback, PSO will identify and engage additional subject matter experts beyond the SME groups and the Technical Committee throughout the various stages of development. These experts will be selected to provide sector-specific or issue-specific insights. The broader stakeholder group may include State and Territory Training Authorities, employers of varying sizes, and representatives of from the learner cohort who may be impacted by proposed changes to the training products.

Different engagement methods will be used to gather the best possible feedback. To reach a larger proportion of stakeholders, such as the learner cohort or employers unable to meet individually, engagement may take the form of targeted survey questions.

Product Development Plan - Scope
• A comprehensive review of all UEE qualifications associated Skill Sets and Units of Competency • Alignment of training products with emerging technology trends, regulatory updates, and industry requirements. • Engagement with stakeholders, including industry bodies, regulatory authorities, and educators, to ensure practical outcomes. • A phased implementation plan to ensure minimal disruption during the transition. • There will also be recommendations on UEE training products that should be deleted because of this review.

Risk Analysis		
PSO has developed a comprehensive risk management process for this core-funded project. The following risks have been identified, and corresponding mitigation strategies have been applied:		
Risk Description	**Impact Description**	**Mitigation notes**
Milestones missed	Delayed outcomes, funding disruption, potential loss of stakeholder confidence.	• Implement a prioritised stakeholder management plan; allocate appropriate resources early.
Resourcing, right people, right timeframe - Inadequate personnel	Reduced work quality or pace; overburdening existing staff.	• Pre-emptive recruitment, engage recruitment agencies, and cross-train internal staff.
Lack of innovation	Outdated or redundant training products that fail to meet future needs.	• Encourage continuous improvement, engage diverse stakeholders, and benchmark internationally.
Stakeholder disengagement	Poor industry buy-in; ineffective training products.	• Early outreach, build rapport with ETU, ERAC, NECA; regular engagement and feedback loops.
Misalignment with industry	Reduced relevance and adoption of training products.	• Continuous industry validation, feedback sessions, and use of real-time data.
Inadequate engagement with priority cohorts	Equity gaps and misaligned training products for diverse groups.	• Partner with First Nations-led organisations, ensure inclusive consultation strategies.
Budget pressures	Project scope reduction or compromised quality.	• Regular cost reviews, contingency budgeting, and clear contract deliverables.

Regulatory/policy changes	Major rework, increased cost and time, compliance risk.	• Maintain proactive collaboration with DEWR and track regulatory developments.
Data inaccuracies	Misguided decisions on product updates and industry needs.	• Validate with multiple data sources and use stakeholder verification.
Complexity of training product updates	Increased risk of error, oversight, or resource strain.	• Use structured review cycles, employ experienced writers, and implement robust QA processes.
This risk analysis describes the identified risks for this project at the time of writing but is not a final determination. Risks will need to be monitored throughout the project, and new risks must be addressed and mitigated as they arise. The risk table within this document may need to be updated or amended, with changes communicated to all parties involved.		