
To	Academic Board	From	Lee Baglow
Title	CPGFT (Transition) Report 2019_Final	Date	2019 / 09 / 06

Recommendation/s

That the Academic Board receive the CPGFT (Transition) Report 2019_Final.

Purpose

To provide a follow up report to the Academic Board concerning expiry of the Certificate in Plumbing and Gasfitting (CPGFT). This follows an earlier [report to the Academic Board](#) submitted in July.

Background

A Unitec project team was formed in July to ensure that the 251 students recorded as active in the CPGFT were exited prior to expiry on 31 August.

This was achieved, with arrangements in place to transition 96 of the 251 students who had not completed the CPGFT into one of the replacement programmes – the New Zealand Certificate in Plumbing (NZCP4), and New Zealand Certificate in Gasfitting (NZCG4).

Three cohorts of transition students have already been transitioned and attended a 2-week Block Course at Unitec.

The CPGFT transition was a clear failure in leadership and institution channels of communication. Unitec received NZQA notice in July 2017 informing of the programme's impending expiration. Further, in December 2018 another notice detailing the expiry was received with continued inaction. By the time Unitec had concluded that withdrawal from CPGFT was a matter of urgency, close to two years had passed since the original notice.

Withdrawal from the CPGFT in July and August came down to the wire, and put undue stress on an already overloaded team. Had Unitec responded to the first notice appropriately, there would have been lead time to allow for effective planning, preparation which would have resulted in significant gains in the quality of work and governance of the Plumbing programmes.

In relation to the project team, there were also actions which should have been taken earlier to avoid the rush to ensure effective transition of the first cohort. Nevertheless, all this frantic activity pales to insignificance when consideration is given to the anticipated volume of future work relating directly to the new programmes (New Zealand Certificates), anticipating and preventing issues which have plagued the CPGFT.

Next StepsShort term:

- The Project Team will remain in place to ensure the transition process is supported till completion of outstanding actions; and to consider the support required in relation to the New Zealand Certificates.

Action: Restart Project Team meetings.

- Staffing requirements are being managed so that course development support remains in place until end of year (2019). A critical member of the Plumbing team is the administrator, whose contract expires November 2019.

Action: Renew administrative support contract

- Vehicle(s) and staff resource are needed to ensure transition students and their employers are visited on site to sign the Tripartite Agreement for entry to the new programme.

Action: Address vehicle and staff resource insufficiencies.

Future state:

Unitec's managed apprenticeships (MAs) were highlighted as a risk in the recent Project Takohanga review commissioned by the School. Given the challenges still facing the Plumbing team, Unitec needs to seriously consider the benefits that a potential collaboration with the ITO SkillsOrg would bring to apprentices enrolled in the Plumbing programmes.

Attachment

Full report (21 pages): [CPGFT Report 2019 Final](#)

Contributors

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