

PORTFOLIO



Akoranga O Te Whenua
NZQA Accredited Training Provider



LAND BASED TRAINING

Education & Employment Specialists

NZQA is **Highly Confident** in the educational performance
of Land Based Training Limited

'Over the past three years, LBT has consistently exceeded Tertiary Education Commission (TEC) contract performance targets. Over the last four years, performance figures for the LBT Certificate in Agriculture (Level 3 and 4) have been significantly above the national median figures achieved by Private Training Establishments'.

EER Report May 2011.

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Objective

- Our objectives as a Tertiary Education Organisation (TEO) is to offer our stakeholders the opportunity to have input into our courses to ensure their individual needs are being met and quality is being maintained.

Goals

- To give our trainees the opportunity to experience an environment that is conducive to their individual learning styles.
- To take the trainees through our courses to enable them to secure unit standards leading to recognised qualifications
- To develop personal growth of the trainees and this will be encouraged at all times throughout the training programme
- To develop leadership within students and also to assist them to develop skills for working as a team and as individuals
- To structure our organisation allowing us to help students identify their needs and assist them in their career goals
- To give our students skills that will enhance employment opportunities
- To be a preferred supplier of agricultural, contracting and licensing training in the North Island
To develop, build, market and deliver a portfolio of short courses for the industry sectors we are involved in

WHO IS LAND BASED TRAINING?

Land Based Training Limited (LBT) was incorporated on the 9th day of December 1996 and is registered as a Private Training Establishment by the New Zealand Qualifications Authority (NZQA) under the provisions of the Education Act 1989 and its subsequent amendments.

Land Based Training Limited is an innovative Tertiary Education Provider with its head office based in Wanganui and branching out with courses and facilities throughout the North Island of New Zealand.

LBT was awarded Highly Commended Provider of the Year at the 2012 NZAPEP Awards dinner in Auckland. NZAPEP (New Zealand Association of Private Education Providers) works as an advocacy for providers with peak bodies, including TEC, NZQA, MSD etc. There are currently over 280 providers registered with NZAPEP.

Mission Statement

To provide a pathway to knowledge and self awareness that will lead to better employment opportunities through work based training

The mission statement is as relevant today as it was when we first started in 1996. We are aiming to inspire our students with skills and knowledge through vocational education and training.

This will then lead to more informed and positive employment and / or opportunities for students to staircase into higher level programmes of learning.

Our objectives as a tertiary education organisation (TEO) is to offer our stakeholders the opportunity to have input into our courses ensuring their individual needs are being met and quality is being maintained.

**In 2011 Land Based Training was awarded
Highly Confident in Educational Achievement and
Highly Confident in Self Assessment
Land Based Training is extremely proud of this
recognition**

Land Based Training presently operates a number of full time Tertiary Education Commission (TEC) funded courses teaching the National Certificate in Agriculture Level Two, Introduction to the National Certificate in Employment Skills as well as MSD Training for Work Programmes. In 2011 we had 328 equivalent full time students enrolled at Land Based Training.

Land Based Training also delivers higher qualifications through SAC funding.

In 2011 we were awarded an additional 55 EFTs through the competitive process, lifting our training capacity to 85 EFTs in 2012. Two local Agriculture Level 3 qualifications are offered as well as the National Certificate in Agriculture Level 4, this allows students to pathway with their studies.

We cater for a large number of schools throughout the North Island where we operate courses in Agriculture, Forestry, Employment Law and Health and Safety. These STAR and Gateway courses range from short block courses to full programmes on behalf of Secondary Schools.

The courses are a huge success encouraging people into primary industries as well as diversifying the curriculum offered at schools. In 2011 over 20% of our STAR and Gateway students enrolled into a tertiary qualification with Land Based Training.

Land Based Training Limited is nationally accredited to teach New Zealand Qualifications Authority unit standards of learning in agriculture up to and including Level 5, a range of horticultural units and also sub-fields in Civil Plant Operation and Management, Civil Works and Services, Highway Construction and Maintenance and Occupational Health and Safety, Road Transport, & Forestry.

Land Based Training Limited is a registered GROWSAFE/ Approved Handlers Certificate provider.

Our focus is to build closer relationships with stakeholders to promote successful career options for our students

By enrolling on a course with Land Based Training students can make further choices of where their future may eventuate, learning and developing the required skills as their career develops.

Our company and staff take pride in their versatility to produce an extensive selection of course modules to accommodate learning needs of full time farmers, including fencing, feed budgeting, staff employment contracts and others.

Due to Land Based Training's success we are also contracted by Work and Income to deliver Straight to Work Contracts, Outcome Based Contracts and targeted Farm Skills Courses.

All of our trainee's needs are met by being able to operate interesting and challenging courses for people to succeed in the wider agricultural and business communities.

Land Based Training promotes itself as doing well with hard tasks.

Land Based Training has added the purchase of a Driver Training business in Palmerston North – Transport Training Services (TTS), offering licences as well as corporate training in forklifts, dangerous goods, and HT.

- *Over the past three years, LBT has consistently exceeded Tertiary Education Commission contract performance targets*
- *Since 2008, LBT has been progressively implementing well-structured and planned systematic self-assessment and organisational review process. Staff at all levels are actively involved and provide input to reviews. LBT's self-assessment system is well integrated into the organisation's periodic staff and management meetings, as well as into programme and organisational review processes.*
- *The organisation has demonstrated it has an excellent understanding of the needs of the communities within which it is offering training*
- *The organisations self-assessment processes identify that trainees are gaining significant growth in essential job-seeking skill areas such as timekeeping, problem-solving, interpersonal skills, conflict resolution, literacy and numeracy, as well as significant personal growth such as with confidence and self-esteem*
- *The tutors employed at LBT are highly effective*
- *Teaching practice reflects a "mastery of learning" approach*
- *The two directors of LBT have a very clear focus on educational achievement*
- *LBT provides excellent physical and learning resources*
- *LBT programmes are based on a strengths-based approach, and trainees and staff discussed the help and support provided and sense of community and belonging at LBT*

Land Based Training is focused on quality and safety. Our QMS is based on NZQA's Guidelines for on-going Registration, with regular rigorous internal audits and external auditing by our funding partners.

Our Health and Safety Policy is managed by a committee, which meets regularly. Health and Safety is a key course component and staff are active in Land Based Training's health and safety programme.

Land Based Training has achieved the ACC Workplace Safety Management Practice – Primary Level, and maintained this for 3 years.

Land Based Training is successful and the success is continuing to grow for both the company and the people associated with it.

Land Based Training in association with TEC has embedded Literacy and Numeracy in all programmes delivered. Our vocational staff (tutors) undertake ongoing Literacy and Numeracy Professional Development.

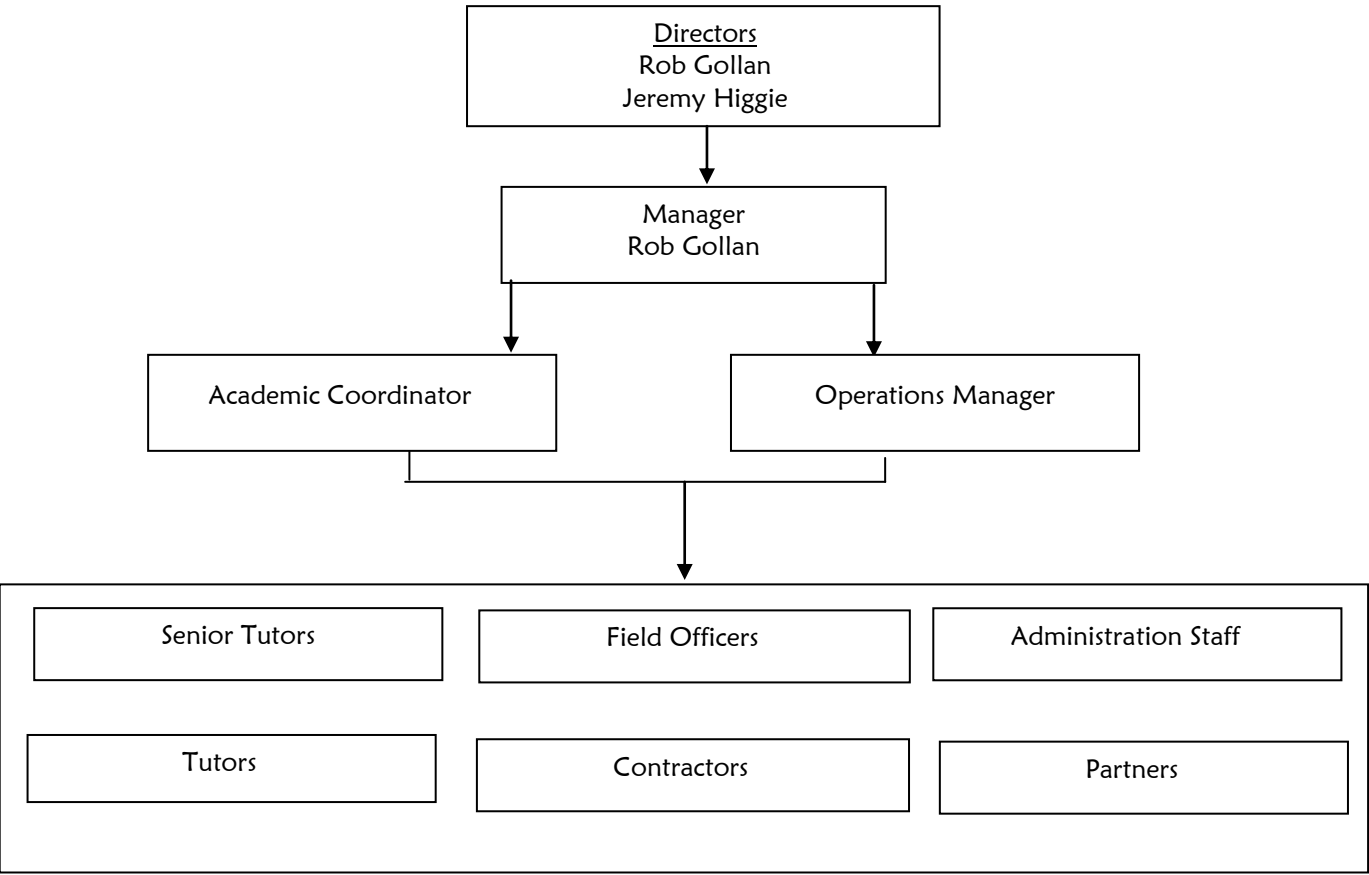
Literacy and Numeracy has been targeted by Land Based Training as critical to training success, and has partnered with a number of businesses as a Work Place Literacy Provider and has been contracted by TEC to deliver Intensive Literacy and Numeracy programmes.

Core Purpose / Special Character:

1. To up-skill people to help them realise their potential
2. To introduce students to industries of their choice and give them skills for employment and progression
3. To help our stakeholders meet their compliance and statutory obligations
4. To promote the industries in which we work and train
5. To offer secure employment to our staff
6. To be a profitable and well respected business in the communities in which we operate
7. Having a solid background to enable flexibility within our training programmes, so we can fulfil the needs of our stakeholders

ORGANISATION STRUCTURE

LBT Management is structured to ensure that the best interests of the organisation and its students are foremost in decision-making. An organisation structure showing lines of authority and communication is shown below:



PROGRAMMES AVAILABLE

NATIONAL CERTIFICATE IN AGRICULTURE LEVEL TWO:

An introductory to farm skills, options include sheep / cattle and dairy. This is a 44-week course operating from Wanganui, Taranaki, Ruapehu, Manawatu, Horowhenua Hawkes Bay and Waikato. Trainees spend four days per week on farm and one day per week in class learning theory units. Trainees can enter this programme any time throughout the year.

EMPLOYMENT SKILLS CERTIFICATE:

Courses are currently in Wanganui, Rangitikei and Palmerston North, with trainees achieving credits towards the National Certificate in Employment Skills and gaining 'real life skills' with four days per week work experience and one day spent in the class learning theory units. Trainees can enter this programme any time throughout the year.

NATIONAL CERTIFICATE IN AGRICULTURE LEVEL THREE:

This qualification is for people with some experience in the cattle, dairy, deer or sheep farming sectors of the agriculture industry. On completion of this qualification people will be able to work under little or no supervision.

This qualification recognises the specialised and seasonal nature of modern dairy, cattle, deer and sheep farming. People will be able to gain the skills and knowledge to specialise in animal feeding and pastures.

NATIONAL CERTIFICATE IN AGRICULTURE LEVEL FOUR:

This course is designed for employed agricultural workers who would like to up skill themselves and gain a recognised National Certificate. Course content includes: Pasture Management, Soils and Fertilisers, Farm Vehicles, Animal Breeding and Feeding, Animal Health

GROWSAFE/APPROVED HANDLER CERTIFICATE:

This course is for people who use agrichemical spray applicators and is a requirement under the OSH Health and Safety Act. Course content includes the safe use of agrichemicals (plant, pest and disease) for ALL users of chemicals two stages: GROWSAFE Standard Introductory Certificate, GROWSAFE Applied Certificate

SHORT COURSES:

A portfolio of short courses has been developed for Business and Industry providing training in compliance and safety based on achievement of Unit Standards.

The courses are very practical, and industry based.

Land Based Training pride themselves on their ability to provide courses relevant to the needs of the company.

To be flexible with timing and delivery. To always maintain professional high quality training. Land Based Training have employed specific experienced trainers for the short courses some of the courses we provide include:

- Growsafe/Approved Handlers Certificate
- Chainsaw Safety
- Tractor Safety

- Safe Driving Techniques
- 4WD
- TC – Level LV & L1
- STMS
- Confined Spaces Safety
- ATV Safety
- Health and Safety Rep

Short courses focusing on one topic, courses can include: Chainsaws, ATV's, Tractors, Stock Handling, Motorbikes, Fencing, Motivational and Job Search Skills.

These courses are designed for farm stations, business groups or individuals who would like to increase their skills and knowledge.

LICENSING:

The demand for licensing courses for farming, civil construction and industry has led Land Based Training to offer the following courses:

- Dangerous Goods Endorsement
- Licensing Class 2 – Class 5
- Passenger Service Endorsement
- Forklift Endorsement
- Wheels Tracks and Rollers

The ability to offer courses designed for companies, and also programme courses for private individuals allows these courses to be delivered across a variety of sectors.

HEALTH AND SAFETY REPRESENTATIVE CERTIFICATE SHORT COURSE:

This is a comprehensive two-day course that has been designed for those people who have been selected as Health and Safety Representative under the Health and Safety in Employment Act. The course aims to provide a sound basic understanding of the role of a health and safety representative, with knowledge and skills needed to perform their functions.

The learning outcomes are both comprehensive and enjoyable. The trainees are issued a comprehensive guideline document to use in their role as a Health and Safety Representative

SCHOOL PROGRAMMES

Land Based Training has a number of school programmes on offer.

SHORT COURSES:

Short courses are to teach the students introductory skills on farm, to unit standard level.

Previous popular courses that other High Schools have had delivered:

- Fencing
- Hand piece skills
- Motorcycles ATVs (4 wheelers)
- Farm Health and Safety
- Stock handling Tractors
- Agrichemicals

STAR PROGRAMMES:

A popular choice with schools where a group of students are taken out of the school each week for either a half or full day. This is an external programme where 100% of the course content is out of the school's grounds. There are some schools that have opted to have a classroom available and also allows some of the practical courses on the school grounds eg motorbikes. This creates a lot of interest right through the school.

Land Based Training require a minimum number of students per course of 10. This is to cover the minimum costs associated with successfully operating any of the courses that require a specialist Tutor as well as Administration that includes course preparation, site and location as well as the Unit Standard technicalities.

GATEWAY:

Gateway has been designed to help schools meet the learning needs of all their students. It assists schools to make learning relevant and to broaden students' options by offering them both traditional and workplace learning.

It also enables schools to help their students by strengthening the range of career pathways into adult life and independence.

Students pursue individual learning programmes which allow them to gain new skills and knowledge in a workplace in their local community. The learning is hands-on and practical.

Schools can use a broker, such as an Industry Training Organisation, a community organisation or a polytechnic, to help them arrange the delivery of workplace training opportunities.

Please refer to our Schools Package 2013, for further details.

INTERSCHOOL AGRICULTURAL COMPETITION

Land Based Training offer Schools we tutor the opportunity to compete in the Agricultural Interschool Competition.

This is an annual event held at regional level with the two top schools competing in the national competition.

This is an excellent event to let the students show off the skills they have been taught on the STAR and Gateway agricultural programmes.

Annual Interschool Agricultural Competition – Finals

Otiwhiti Station hosts the LBT Interschool Agricultural finals every year and is proud to open the farm for this event. Every year LBT holds regional Interschool Agricultural Competitions. This competition allows secondary schools who participate in our STAR and Gateway courses to come together and battle it out and show off their agricultural skills. Some of the events include stock handling, ATV riding skills, general knowledge, team building exercises, tractor driving and much more. The winners of each regional competition are then invited to the finals at Otiwhiti Station.

Otiwhiti is a fantastic venue to host the finals and is a great chance to showcase the Training School to future cadets, school teachers and parents. Sponsors donate fantastic prizes for the top three teams and the winning school get to take home the Land Based Training Shield.



*New Plymouth Girls High School (2nd placed overall)
Completing their General Knowledge*



*Palmerston North Boys High School
Building a Gate - Overall Winners!*

STAFF EXPERTISE

Land Based Training staff include Farm Consultants, practical farmers and full time tutors.

All staff have proven practical backgrounds in project management and business at a number of different levels in both the dairy, sheep / beef and agri-business industries. All of our trainees have an equal opportunity to succeed.

The wider coverage enables Land Based Training Limited to select the right person for the task, land use analysis, Farm Consultancy, farm set up and project development, stock management and breeding, teaching or tutoring.

Land Based Training Limited is able to meet the aims and objectives of clients by selectively utilising the knowledge it has available for best results.

THE FIELD OFFICERS ROLE:

To oversee the training and education of students who are on the Land Based Training courses, with a positive committed attitude. To seek the best possible outcome for the students.

'The tutors employed by LBT are highly effective. They include industry specialists and staff with long-term and well-established relationships and connections with their area and local people, with the ability to relate well to trainees and to understand and care for them. The effectiveness of the tutors was clearly evident in the educational outcomes and the labour market outcomes being achieved over time, as well as in the evaluators' observations of the high level of rapport and respect shown between staff and trainees'. EER Report May 2011.

MANAGEMENT

Rob Gollan

Land Based Training Limited has been managed by Rob Gollan since it was formed in 1996.

Rob has an enormous history in agricultural starting out at Lincoln University and receiving a Bachelor of Agricultural Science.

Since then Rob has worked for MAF and then in 1987 formed his own Farm Consultancy Company in Wanganui.

Rob Gollan Farm Consultancy employs five staff, three of which are involved with the administration for Land Based Training Ltd.

Rob contributes his time and experience in farming to the trainees with classroom and on farm visits. Rob's Management / Director skills are of the highest level as he continues to move Land Based Training forward and achieves a high level of commitment and respect from his staff.

Jeremy Higgle

A former Field Officer, Jeremy Higgle is also the Director of the company.

Jeremy purchased his family sheep / beef farm of 1250 acres in 1987. Since then he has been in the agricultural training industry with courses such as R.E.A.P in conjunction with his own farm.

Jeremy also founded and become Director of Ag Challenge, which is another Agricultural Training Institute here in Wanganui.

James Towers

James joined LBT in 2011 as Operations Manager. James comes from an agricultural background having managed a number of large farming entities such as Erewhon Station, Atihau-Whanganui Incorporation, and Greenfield Agribusiness.

James has completed business and strategic management papers through Waikato University and in 2008 completed the Kellogg Rural Leadership program at Lincoln University.

'The organisation has demonstrated it has an excellent understanding of the needs of the communities within which it is offering training. This has in part been the result of LBT's close association with a farm advisory company owned by LBT's managing director, as well as through hiring staff who have extensive networks within the agriculture sector and within the local iwi and runanga'. EER Report May 2011.

BUSINESS DEVELOPMENT:

LAND BASED TRANSPORT TRAINING SERVICES (LBTTS):

Driver Training and Licensing:

In 2006 the opportunity arose, and was taken, to purchase Transport Training Services Ltd. As a result of this, driver licensing and endorsements, assessments, National Certificates in road transport and limited credit programmes are now available under the Land Based Training umbrella.

Public courses are available in either Palmerston North or Wanganui on a regular basis or by negotiation in your region/venue.

OTIWHITI STATION LAND BASED TRAINING AGRICULTURAL SCHOOL:

The Rangitikei District Council clearly identified the need in the Rangitikei District for more skilled farm employees.

Discussions between the Duncan Land Company and Land Based Training have lead to the development of an agricultural training school for up to 9 select individuals.

Students have the opportunity to complete Level 3 qualifications in Agriculture and learn a large range of practical skills over a period of time.

Every year a group of 9 young people with a genuine desire to work Hill Country Farming are selected and are trained in that environment.

Otiwhiti Station Land Based Training Agricultural School produces well-trained farm employees to the local community and other sheep and beef hill country farmers.

WORK & INCOME – EMPLOYMENT COACHING:

Land Based Training currently is contracted to operate a Work & Income contract to deliver “Employment Coaching” in Wanganui and Levin.

LITERACY AND NUMERACY:

Land Based Training has a long history in the development of successful training courses with past and present stakeholders in both the private and public sector. We identified the specific needs in various stakeholders and communities and have delivered relevant and constructive training to overcome the issues using accurate assessments and delivery of relevant constructive programmes that meet those needs.

Land Based Training has supported students who are unable to move forward due to their low level of literacy and numeracy, upskilling them to learn and utilise new technologies, understand and implement industry requirements, understand and / or communicate through language barriers.

Land Based Training is currently contracted by the Tertiary Education Commission (TEC) to manage Intensive Literacy and Numeracy programmes in lower socio-economic rural communities. We have named this contract the 'KEY' (Keep Yourself Educated) Course. We are currently delivering courses in Patea, Ohakune, Marton and Feilding. This is our second year of delivery and our contract has been renewed for 2012.

The KEY course is learner driven and runs for three days per week with a skilled literacy/numeracy tutor managing each region. Additional tutor support is provided as necessary by skilled literacy/numeracy tutors from our Wanganui Head Office.

Monthly meetings are held where dedicated Literacy and Numeracy '*Champions*' monitor and review progress. Course material is revised and updated.

Jo Down, our Literacy Tutor in Marton has recently completed a piece of research on Maori learning styles and pedagogy and their engagement and learning. The research was funded by AKO Akotearoa. We view this research as a significant achievement and believe that the research outcomes will make a positive and ongoing contribution to Maori learning engagement and achievement at Land Based Training.

CLIENTS:

Some of our clients include.

- New Zealand Fire Service
- Horizons
- Electrix
- On Track
- Downer EDI Works
- Opus
- Palmerston North City Council
- Work and Income

COLLABORATION:

Land Based Training is actively involved in the Collaborative venture with UCOL and Wanganui PTE's to collectively bring about improvements in student engagement, retention and progression.

This forum has led to Research in to Best Practice and Developing – Best Teaching strategies.