

Industry Skills Councils

Terms of Reference

The South Australian Skills Commission (Commission), pursuant to s19(3) of the *South Australian Skills Act 2008* (Act), may establish industry engagement or advisory bodies as it sees fit.

The following Industry Skills Councils (ISCs) are established by the Commission as industry advisory bodies:

1. Agribusiness, Food and Wine / Beverages
2. Construction and Mining
3. Creative Industries, Arts, Finance, Technology and Business
4. Defence and Space Technologies
5. Early Educators, Health, Human Services, Sport and Recreation
6. Electrotechnology, Energy, Gas, Renewables and Hydrogen
7. Manufacturing and Automotive
8. Retail, Tourism, Hospitality and Personal Services
9. Public Safety and Government
10. Transport and Logistics

The functions of the ISCs are to provide strategic, technical, evidence-informed advice to the Commission on its functions, including but not limited to, the following provisions of the Act:

- s6 – declaration of trades and vocations, including pre-apprenticeships or pre-traineeships, specified skills sets, higher qualifications.
- s19(1)(a) – where aligned to the functions of the national Jobs and Skills Councils.
- s19(c) – the preparation of the South Australian Skills Standards
- Part 4A – the recognition of other trade and declared vocation qualifications and experience (not being qualifications obtained under a training contract).

The role of ISCs includes, but is not limited to:

- engaging with regulators, businesses, unions, rural and regional stakeholders in matters relating to vocational education and training, higher educational and workforce development.
- providing an efficient and effective resource for the Commission to gather current and future industry workforce training intelligence that supports the government's strategic policies.
- contributing to and assisting in the testing and validation of the Commission's work, government policy and program initiatives.
- contributing to the Commission's focus on the future workforce and training needs of South Australia and being involved in projects that support the Commission's work.

Industry ISC members may also be nominated to:

- participate as a member of a panel established to develop occupational standards to support the assessment of applications for recognition in a particular trade or declared vocation.
- participate as a member of a panel established to assess applications for recognition in particular trade or declared vocation.

ISC Membership and attendance

- ISC members are volunteers appointed by the Skills Commissioner and the relevant Industry Skills Council Chair for a term of up to two (2) years (this can be extended as required by the Commission).
- The Skills Commissioner and relevant ISC Chair reserve the right to appoint additional members, and co-opt other individuals who have relevant / needed skills and technical knowledge for specific purposes to an ISC.
- The Skills Commissioner and relevant ISC Chair reserves the right to remove any ISC member for, but not limited to, breaches of the following:
 - South Australian Skills Commission's Code of Conduct which includes a Conflict of Interest policy; or
 - Confidentiality policy.
- ISC members are required to attend four meetings per year.
- Members are required to consider and provide advice outside of formal meetings.
- In-person attendance is preferred, but online attendance is available through MS Teams for individual ISC meetings, particularly for members based in regions.
- ISC members are not permitted a proxy due to the sensitive and confidential nature of information shared and discussed.
- In the instance an ISC Chair is unable to attend a meeting, the Skills Commissioner or ISC Chair may nominate an ISC member to chair the meeting in the ISC Chair's absence.
- ISC members are required to sign and adhere to the terms of confidentiality and conflict of interest agreements.
- At least one meeting per annum of all ISCs will be held to progress cross-ISC projects and priorities.