

Technical Committee Terms of Reference

1. Background

On 1 January 2023, Skills Ministers introduced the *Jobs and Skills Councils* (JSC) - *Program*, a new industry engagement arrangement that places industry and learners at the centre of the Vocational Education and Training (VET) system and to ensure training product development delivers on national and local skills needs. Manufacturing Industry Skills Alliance (Manufacturing Alliance) is the JSC for the manufacturing industry.

The success of these new arrangements is underpinned by the training package product development rules, as defined in the *Training Package Organising Framework* (refer to Item 12. *Training Package Organising Framework* below). These rules are designed to ensure JSCs produce high quality training products that:

- are based on evidence of industry needs

- are user-cq59.32 849p(i)-4(s)

Chair and Deputy Chair

The CEO of the Manufacturing Alliance will appoint a Chair for the Technical Committee. The Chair will assist the Manufacturing Alliance to convene the Technical Committee and to facilitate effective provision of advice to the CEO.

A Deputy Chair will also be appointed who will undertake this role if the Chair is not available.

General membership

General members of the Technical Committee provide evidence-based advice within their area of expertise in response to specific questions and review of draft materials.

7. Meetings, Agenda and Minutes

Depending on the needs of the project, the Technical Committee

A conflict of interest (conflict) may arise where a member represents a group that could benefit from decisions being made. For example, an RTO might be seen as benefiting from a decision to reduce assessment requirements in the training products.

A perceived or actual conflict does not exclude a person from membership of the Technical Committee. However, conflicts must be declared so that they are transparent and can be managed.

11. Ethical duties

Technical Committee members must perform their role in line with requirements for ethical duties, as outlined in the