



Training and Education/Foundation Skills Training Packages Technical Reference Group

Terms of Reference

The *Jobs and Skills Councils – Strengthening Australia’s National Vocational Education and Training System Program* (the Program) establishes Jobs and Skills Councils (JSCs) to support the Government’s commitment to deliver a collaborative, tripartite vocational education and training (VET) system that brings employers, unions and governments together to address skills shortages and broader workforce challenges.

Following Skills Ministers’ endorsement on 24 February 2023, the Education (including Foundation Skills) gap in the JSC Program will be handled through an interim process while longer term arrangements are considered. It was agreed that the Commonwealth Department of Employment and Workplace Relations (DEWR) will support the interim arrangements and have temporary oversight of the Training and Education (TAE) and Foundation Skills (FSK) Training Packages.

Given that the Education sector is of critical importance in underpinning the entire VET sector, particularly in respect of supporting foundation skills and the VET workforce more broadly, DEWR is considering alternative arrangements to best serve the education industry sector in the short and longer-term.

In the interim, DEWR has established a small time-limited TAE/FSK Training Package Technical Reference Group (TRG) to assist DEWR with enquiries related to these training packages. DEWR will work with States and Territories and VET industry stakeholders to consider longer-term arrangements for the VET sector, both in the context of broader skills reforms and the new industry engagement arrangements.

Purpose

The purpose of the TAE/FSK Training Package TRG is to support the sector while longer term arrangements to address the current gap in JSC coverage for the Education sector are considered.

The TAE/FSK Training Package TRG will assist DEWR with any urgent work associated with the TAE and FSK training packages, and support implementation of the recently endorsed TAE Training Package including provision of advice related to changes in updated training product content.

Scope of work

It is proposed that the TAE/FSK Training Package TRG will:

- provide advice on any urgent TAE and FSK training product work that may be needed during the interim arrangements
- provide the department with advice to support Training Packages enquires related to:
 - TAE and FSK training product content to support implementation
 - TAE Training Package review and recently endorsed changes to updated TAE Qualifications, Units of Competency and Skill Sets
 - clarification on the relationship between superseded and superseding TAE training products including mapping information and pathways advice
 - other matters associated with training package implementation to support Registered Training Organisations (RTO), Trainers and Assessors and general stakeholder enquires.

Membership

The TAE/FSK Training Package TRG membership will be voluntary, without remuneration.

Members are drawn from the former Education Industry Reference Committee (IRC) responsible for the TAE and FSK Training Packages under the previous IRC/SSO industry engagement arrangements and will consist of:

- representation from RTO peaks (ITECA, TDA, ERTOA), ACAL, the Australian Education Union, and Commonwealth, States and Territory Skills Senior Officials Network (SSON) - member organisations may interchange their representative at any time
- membership is detailed in [Table 1 – TAE/FSK training package TRG members](#).

Additional members, with relevant experience and expertise in the TAE/FSK training packages, will be invited to join the TRG as required.

Table 1 – TAE/FSK training package TRG members

Representation	Member name
Independent Tertiary Education Council Australia	Andrew Shea (Chair)
TAFE Directors Australia	Joann Pyne (represented by Julie Healy)
TAFE Directors Australia	Jo Carling
Enterprise Registered Training Organisation Association	Pamela Simon
Australian Education Union	Elaine Gillespie
Australian Council of Adult Literacy (ACAL)	ACAL representative - Jo Medlin / Kathrin Coglan
Skills Senior Officials Network	Bec Curtain – SA Department for Education

Governance and timeframes

The TAE/FSK Training Package TRG is not a decision-making body, it will provide non-binding advice to support the interim arrangements for the Education (including Foundation Skills) sector.

The TAE/FSK Training Package TRG will be established for a period of six months with scope for extension if required.

Secretariat services to support the TAE/FSK Training Package TRG will be provided by DEWR. The Secretariat will support the TRG by:

- managing a dedicated inbox for TAE and FSK Training Package enquiries
- providing holding responses to stakeholder enquiries
- providing a fortnightly package of enquiries and responses received through the dedicated inbox for consideration and approval by the TAE/FSK Training Package TRG
- providing approved responses on behalf of the TAE/FSK Training Package TRG
- arranging TAE/FSK Training Package TRG meetings as required to discuss any threshold issues that may arise and/or initiatives to further support the VET sector during the interim arrangements
- recording key outcomes at each meeting for distribution to the TRG.