

## **DEPARTMENT OF TRAINING AND WORKFORCE DEVELOPMENT**

### **TAFE COLLEGE GOVERNANCE, ACCOUNTABILITY AND INFORMATION NETWORK**

#### **TERMS OF REFERENCE**

##### **CONTEXT**

The Minister's *2016 TAFE College's Statement of Expectations* seeks greater co-operation and sharing to achieve efficiencies and improved outcomes for the colleges.

The consolidation from 11 colleges to three regional colleges and two metropolitan colleges is expected to result in greater accountability and alignment with government objectives as well as increased collaboration with each other and the Department.

The SoE identifies governance, accountability and reporting as key expectations with a focus on identified operational issues being progressed through between the colleges and the Department.

The Department assists the Minister in the administration of the VET Act and other related legislation and has Ministerial delegation as the system manager for the State Government's interest and investment in the State's VET sector. On behalf of the Minister, the Department coordinates a number of requirements including college strategic and annual business plans, advice on compliance matters related to Ministerial Delegations and Authorisations and support on governance and accountability matters.

The TAFE College Governance, Accountability and Information Network enables information sharing and the professional development of representatives.

##### **NETWORK MEMBERSHIP**

- The Network membership may vary depending on the focus of the agenda.
- Managing Directors may send one or two representatives or different staff to each meeting to best benefit the college. This could include administrative personnel and senior officers.
- Department of Training and Workforce Development membership includes Training Provider Governance and other Departmental staff as required.
- TAFE international will be invited if offshore commercial activity is on the agenda.
- Invitees such as subject specialists may be invited.

TPG will facilitate the proceedings and undertake the coordination of agendas, minutes, reports, briefings and associated administration.

## **TERMS OF REFERENCE**

The TAFE College Governance, Accountability and Information Network will provide a forum for members to:

- discuss implementation of tasks specific to accountability and governance;
- share best practice on governance, accountability and administration; and
- be part of professional development and presentations to ensure a shared understanding of governance, accountability and reporting requirements.

## **OPERATING GUIDELINES**

The TAFE College Governance, Accountability and Information Network will meet as needed to share best practice on governance and accountability and the administration of such matters.

Participation may be in person, by telephone or video conferencing (if available). Costs of attendance are the responsibility of the College.

A record of important discussion points and actions will be distributed in the week following the meeting.

## **EXTERNAL REPORTING REQUIREMENTS**

Notes and actions arising from the network will be provided to TAFE Executive.