

Communique

Date: 15 December 2020

The Meat Industry Reference Committee held its December meeting via Zoom videoconference. This meeting had been converted from the originally scheduled teleconference in response to the COVID-19 pandemic. Eight members and ten guests attended the IRC meeting. One IRC member and one guest tendered their apologies.

No conflicts were identified for the meeting to progress. The Minutes from the October IRC meeting were moved for acceptance and carried. The IRC received an update to the Matters Arising and Actions Register. All items were noted as completed or for discussion.

The first non-governance related agenda item for review was the IRC Membership recommendations to the Australian Industry and Skills Committee (AISC). Several iterations of the proposed IRC composition had been distributed. A decision to invite peak Industry Bodies to attend IRC meetings as guests was moved and carried. The IRC endorsed a final list of members and their allocated designations which was to be submitted to the AISC for acceptance. Upon AISC feedback, the revised IRC member composition will be implemented in 2021.

An update to the Meat Slicing and Meat Rendering Projects, which were approved by the AISC for 2020/21, was provided. Industry subject matter experts have been identified and are currently reviewing training package units under the projects. Draft documents are scheduled for public comment in the first quarter of 2021.

The draft meat industry Annual Update to the Skills Forecast 2020/21 was presented. The report noted that there was some discussion and an indicative listing provided at the previous meeting. It was noted that information that has been gathered over the year has not highlighted a major or critical gap in the training package and there was nothing specific from industry consultation that needs to be addressed immediately. However, the following priorities were identified:

- Review of the assessment and training materials submission for resubmission to the AISC with the next annual update
- Report back to the IRC on a design for the completion of a full training package review
- Provide the IRC with information concerning potential specific priorities, which are labelling, meat safety, infection control
- IRC members and guests to provide information and feedback on the use of cross sector units for infection control within the meat training package
- Review cross sector big data units for potential adoption in the meat package.

As part of the process to streamline training package, the AISC made the decision to delete the Certificate II in Smallgoods along with six units. While the Meat IRC recommended this qualification and units to be retained, no enrolments could be shown for 2020/21 and therefore the qualification and units were deleted. It was noted that an updated process is in place now which would fast track the reinstatement of units if proof of enrolments can be provided.

New templates for enrolments, IRC workforce tools and job functions were reviewed. A critical action outcome from the meeting was to propose a project to review the whole of the meat industry training package, with MINTRAC to form a working party to define.

Meat Industry Reference Committee

The IRC discussed the challenges faced in relation to conducting industry consultation and collecting training feedback in 2020 with the impacts of COVID19 and the loss of face-to-face networking meetings. An action was taken for MINTRAC to seek an agenda item at each Australian Meat Processor Corporation (AMPC) webinar event to provide a brief AMP Training Package update.

AMPv5 Qualifications (Minor Updates) with superseded or deleted units were discussed in relation to several qualifications in the AMP Training Package containing imported units from other industries, which have been deemed by these IRCs to be superseded (equivalent or not equivalent) or deleted Units. The IRC was asked to sign off on the recommendations provided. An IRC review panel provided advice that the recommendations were suitable and appropriate.

MINTRAC tabled its secretariat report to the IRC outlining all key activities since the last October meeting which was noted.

To ensure continual improvement in the operations of the IRC, a member satisfaction survey will be launched in January 2021 to collect feedback and suggestions to support the ongoing efficiencies of the IRC. These will be implemented prior to the March 2021 meeting where possible.

Prior to the meeting, a review of changes to the unit *AMPMGT514 Develop, manage, and maintain quality systems* was performed by an IRC delegate as part of the Case for Endorsement for the Diploma and Advanced Diploma of meat Processing Project. Several non-compliances were addressed, and outcomes reported to the IRC during the meeting.

There being no general business items for discussion, the meeting was closed. The next IRC meeting is 16 March 2021. A schedule for 2021 meetings has been tabled as follows:

- 16 March 2021, venue / teleconference / zoom TBC
- 15 June 2021
- 19 October 2021
- 14 or 21 December 2021