



STANDARDS AUSTRALIA LIMITED

## SDAC COMMUNIQUE

STANDARDS DEVELOPMENT & ACCREDITATION COMMITTEE

### HIGHLIGHTS FROM THE 6 MAY 2021 SDAC MEETING

If you have any feedback please email [mail@standards.org.au](mailto:mail@standards.org.au)

#### HIGHLIGHTS FROM THE 6 MAY 2021 SDAC MEETING

##### 1. STANDARDS DEVELOPMENT

- 1.1 Sector Advisory and Other Forums Update
- 1.2 Technical Governance Review - Implementation Plan Update
- 1.3 Production / Portfolio Update – Overview

##### 2. SDO ACCREDITATION

- 2.1 Standards Development Organisation Update

##### 3. OTHER MATTERS

- 3.1 Company Governance Review Update
- 3.2 Standards Development and Accreditation Committee Charter

## 1.1 Sector Advisory and Other Forums Update

In December 2020, a new operating model was implemented across the engagement team. The operating model has been designed to allow for the better execution of traditional standards engagement work and to allow for a broader environment scan in areas of work that would support the Australian community and economy. The functional structure:

- has brought together our national and international engagement teams;
- embedded a broader research function in the team;
- created a new engagement team with an increased focus on quality of proposals; and
- created a strategic initiatives function to drive execution in areas of strategic importance.

These changes have resulted in a move away from single issue discussions as a starting point for engagement work, to a broader thematic engagement approach. The reporting that follows aligns with this new way of operating.

With the changes to the engagement and communications function, a different approach is being taken to engagement in key areas of work. A number of important thematic discussions occurred, including the following:

**Covid PPE and health related areas** as part of Standards Australia's continued response to COVID 19. These discussions have led to a review of existing standards, proposals to revise and adopt new Australian Standards in some areas and align with a Commonwealth led manufacturing strategy.

**Critical and emerging technologies** has become a stronger focus over the last 12 months. Several different elements of discussion, work and alignment exist here from new and emerging digital technologies, energy, and through to critical mining industry and capacity development in Australia, regionally and internationally. Standards Australia is engaging in these discussions narrowly through committee and single view discussions, through broader roundtables and forums, and through several national and international projects.

**Natural disaster and build environment resilience** is a major focus for the team. From a business operating perspective, several ongoing work programs within built environment standards relate to ensuring that technical standards continue to reflect appropriate levels of requirement. Largely, because the majority of Australian Standards are referenced in the National Construction Code, these standards have reflected a minimum level of requirement. Through our own initiative and through a number of industry and government led discussions, there is an emerging view that additional technical requirements may be needed to help ensure existing building stock and infrastructure as well as providing minimum and best practice guidance for new infrastructure and construction. These discussions are leading to a work program that will see Standards Australia revising existing content and developing new content to support these agendas.

**Risk Management and Resilience** has been a focus for the team over the last 12 months, with the last 3 months seeing intensive engagement with stakeholders in the broad area of risk and resilience. A number of different philosophies and systems exist across the broader standardisation agenda. Various engagement discussions have occurred to allow for the establishment of a Strategic Advisory group for Risk and Resilience to:

- guide execution of next steps relating to improved coordination of our international participation;
- align work programs in new and emerging areas (such as Supply Chain and Climate Risk);and
- ensure standards development remains sustainable.

A further change to the operating model has allowed resources to be applied to new and emerging areas of work being explored from a 'top down' perspective. Early investigations are being undertaken now in the emerging areas of biosynthetics and plastics.

## 1.2 Technical Governance Review – Implementation Plan Update

In 2017, Standards Australia's Board committed to a thorough program of review of our Technical, Company and Accreditation governance arrangements.

The Technical Governance Review (TGR) led by independent consultants cameron. ralph. khoury was undertaken through 2017 and 2018. A final report was released in April 2018 by cameron. ralph. khoury, and SA released its response shortly after.

A number of priorities were addressed in the response, with a clear focus on the six main steps of the standards development process, supported by a three-tiered reform approach. In response to the recommendations, SA committed to a yearly Implementation Plan to address key focus areas.

Over two and a half years and three yearly implementation plans, many initiatives have been implemented and a benefits realisation exercise from all the TGR projects completed. The assessment indicates positive outcomes of many initiatives, with refinements relating to data collection and ongoing monitoring still needed.

For an update on the progress of the work, please see this [link](#).

### Contributor Forums

As we come to the end of our third year of TGR implementation, Standards Australia is running Contributor Forums to discuss the work that's been done and on priority areas for further review.

The conversation will advance the dialogue on our continued emphasis on improving the contributor experience and help us prepare our 2021/2022 Implementation Plan.

The program has been incredibly beneficial. Many valuable initiatives have been undertaken with measurable improvements. We know there are many areas of opportunity for further improvement and to adapt in a post-COVID environment.

The workshop will provide an opportunity to:

- Provide an overview of the Technical Governance Review background, objectives and recommendations.
- Provide a status update on initiatives completed and underway.
- Continue a dialogue on areas of strategic priority from a contributor perspective.

Forum details and registrations are available via the links below.

[Sydney](#), Wednesday 19 May

[Canberra](#), Thursday 20 May

[Melbourne](#), Wednesday 26 May

For more information please contact us at [mail@standards.org.au](mailto:mail@standards.org.au)

### 1.3 Production / Portfolio Update – Overview

SDAC regularly monitors the performance of the Standards Development portfolio. For the May 2021 meeting, the following highlights were presented, with the full report attached for information.

#### Dashboard Report

Standards Australia (SA) is forecast to complete 464 publications this year, well above the target of 403. As per previous years, this uplift is due to many unscheduled projects, such as Identical Adoptions (IDT), published throughout the year.

Active Projects “Not Kicked Off” is inflated due to a suite of Crane standards recently approved (27 projects) and the remaining part of a suite of Storage and Handling of Toxic Substances standards (9 projects out of 39) being kicked off in batches.

#### Portfolio Overview

There are no significant changes to report on the portfolio overview from a year-on-year perspective. Periodic trends are noticeable, particularly low number of Joint Australian New Zealand Standards remain at 26%, slightly below year on year averages of 30%.

Average Duration trends identify improvement opportunities for Medium and Large projects:

- Medium Complexity Target Duration = 16 months, currently 18 months
- Large Complexity Target Duration = 24 months, currently 26 months

SA has observed an increase in projects aged over 4 years from 3 projects in the last report to 11 current projects. This increase due to:

- Delays in the final stages of publication for the AS/NZS 1604 *Preservative-treated wood-based products* series and AS 1807 *Separative devices - Biological and cytotoxic drug safety cabinets, clean workstations and pharmaceutical isolators* series. These four projects will publish in April 2021.
- A review of the Occupational Diving series of Standards and revised project timelines
- AS 2243.2 *Safety in laboratories, Part 2: Chemical aspects* requiring a third round of public comment

#### Restructure of SA's Publishing function

In August 2020, SA kicked-off a change process to align teams' structure and roles to better meet SA's objectives, and priorities set out in our Strategic Plan 2020-2025. As part of the change process, in September 2020 a pilot was conducted to ascertain the benefits and challenges in cross-skilling Editors and Publishing Assistants to undertake all the editorial and styling activities, avoiding the time consuming and multiple touch points within our operations.

Following from the findings of the pilot and the initial review, it was apparent that SA needed to streamline its operations. This meant consolidating several roles to implement a structure and operating model that was commonplace to many publishers.

As a result, in February 2021, several positions became redundant and new positions were also created to better meet Standards Australia's operational requirements. The review has been successfully completed; however, it has not been without disruption. As a consequence, there have been challenges and delays with a number of projects.

These delays are a combination of the prioritisation of several high-profile projects due for publication by the end of 2020, several National Construction Code 2022 and pressures on the Publishing team and a subsequent backlog of work, coupled with a temporary decrease in the availability of editorial resources, as a result of the restructure.

Management expects that by June 2021 the backlog will be cleared, and the team will be operating at much more optimal capability (and capacity) to deliver SA's needs well in to the future.

## PRODUCTION PORTFOLIO UPDATE AS OF 31 MARCH 2021

### 1. Dashboard Report

#### Number of Publications for FY 2020-21

Forecast:	464	Target:	403	Variance:	61
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#### Number of Publications for Year to Date

Actual:	316	Target:	301	Variance:	15
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#### Average Project Duration for all Active Projects (in Months)

Forecast:	17.1	Target:	15.5	Variance:	(1.6)
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#### Number of Active Projects

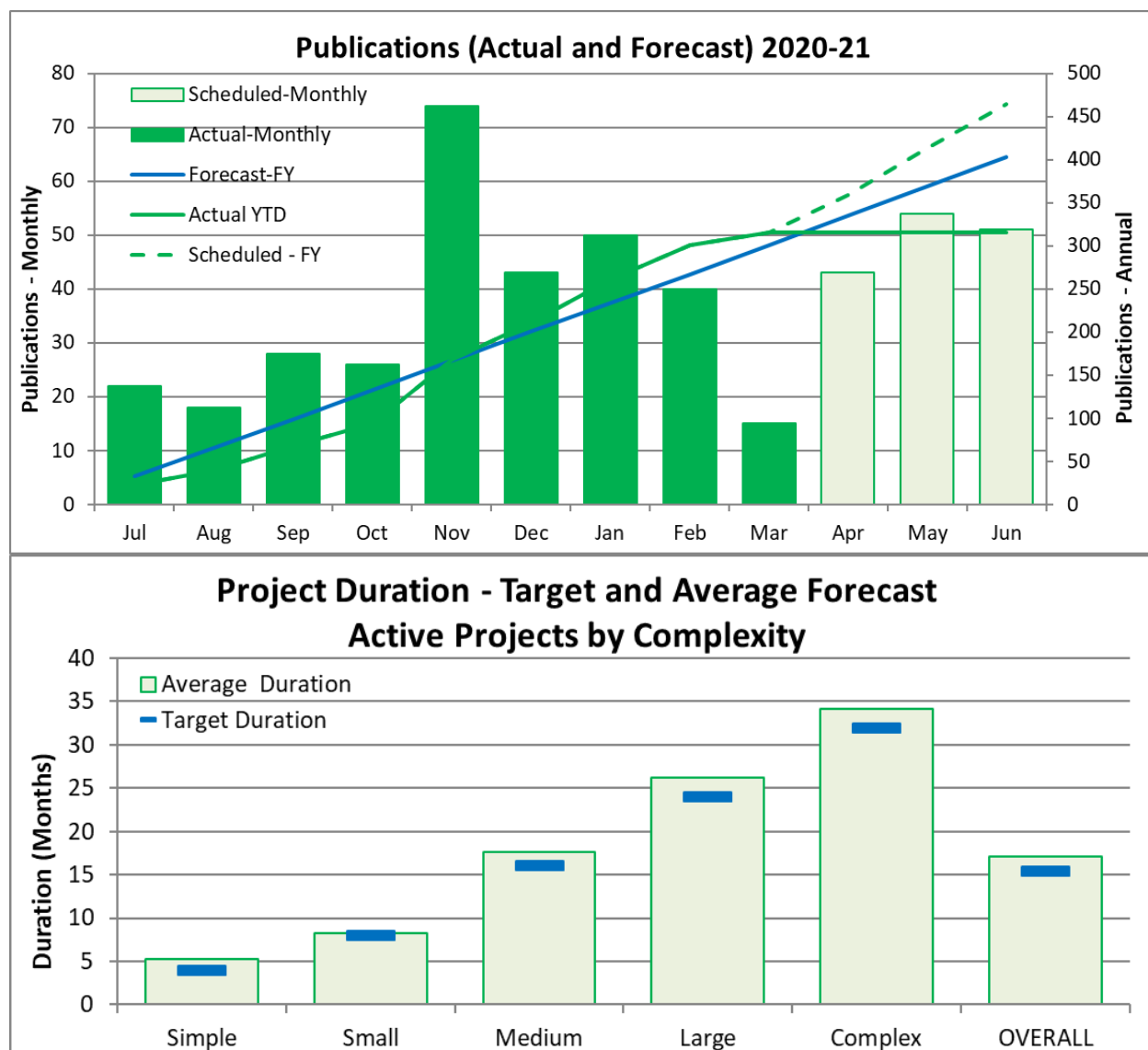
504	Kicked off:	405	Not Kicked Off:	99
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#### Notes:

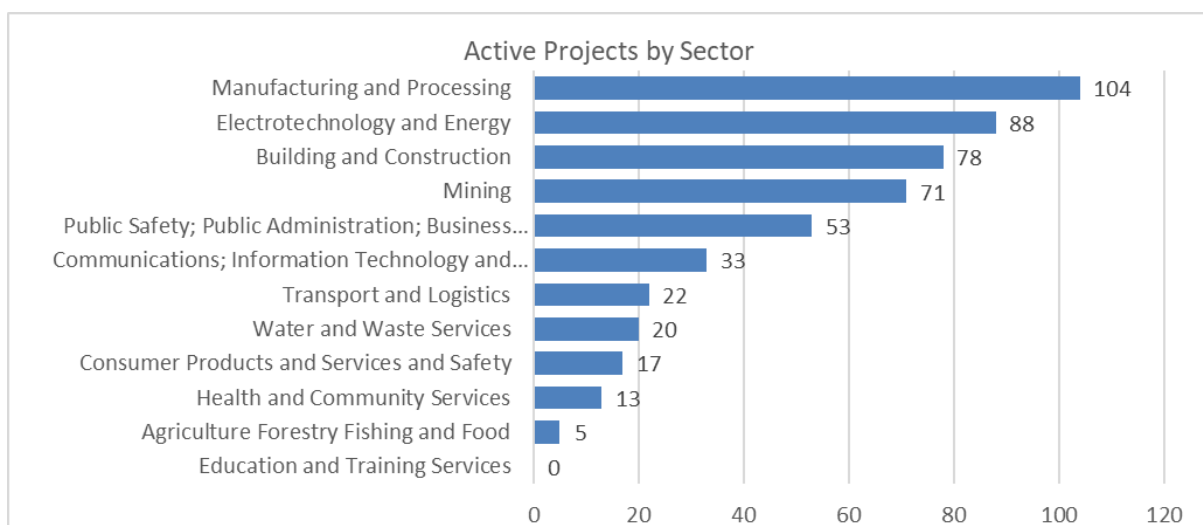
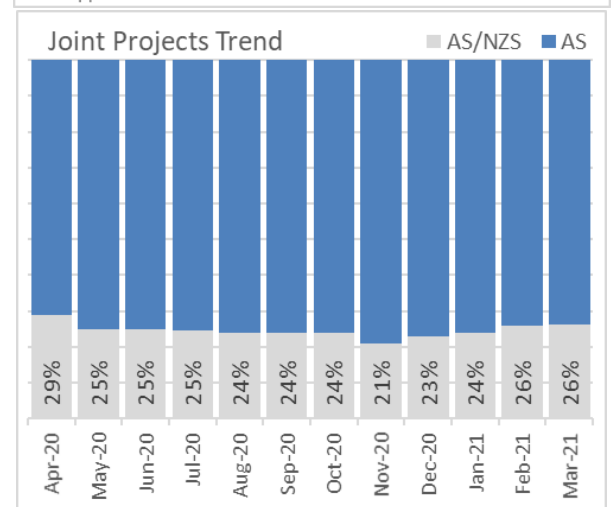
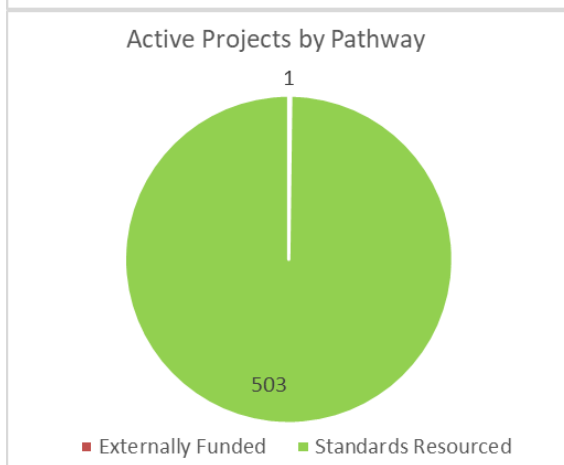
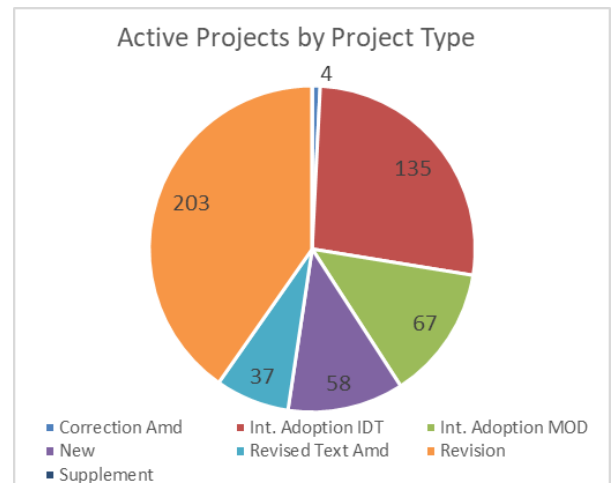
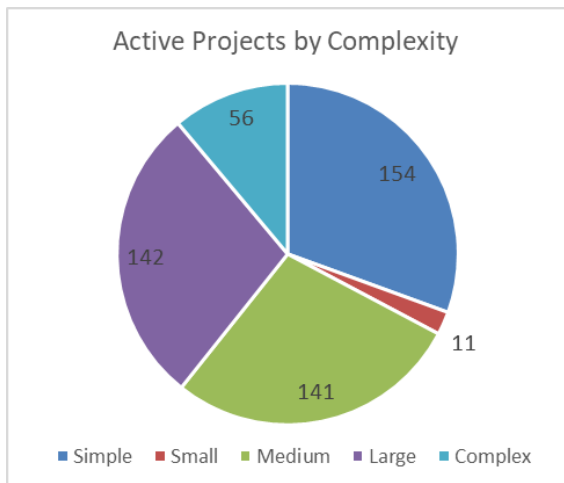
1Forecast Values (Number of Publications, Project Durations) are derived from Project Schedules at the date of the report.

2The number of Actual Publications includes Standards, Handbooks, Amendments, International adoptions, etc. The number excludes items such as Reconfirmations and Withdrawals.

3The Target for 'Average Project Duration' may vary from month to month due to changes in the overall portfolio of SD projects. The target is a weighted average according to project complexity.



## 2. Portfolio Overview



## **2.1 Standards Development Organisation Update**

Congratulations to the Rail Industry Safety and Standards Board (RISSB) who successfully completed their annual audit in December 2020.

The Committee noted that upcoming audit for Communications Alliance will be held in May 2021.

## **3.1 Company Governance Review**

SDAC noted that at the Extraordinary General Meeting of Members held on 26 March 2021 that Members had unanimously agreed to adopt a new Constitution and because of this:

- The Board would be constituting a Membership Committee which comprised of two Directors and up to three Committee Members elected by the Members
- The composition of the Standards Development Committee now comprises:
  - at least two Directors;
  - two persons elected by the Members with substantial and relevant skills, knowledge and experience in standards development and Australian industry and economic activity;
  - one representative of the Commonwealth as an ex officio member in accordance with the Commonwealth MoU;
  - one person appointed by the Board (on a skills basis);
  - one person appointed by the Board, with substantial and relevant skills, knowledge and experience in standards development and Australian consumer policy;
  - one person appointed by the Board, with substantial and relevant skills, knowledge and experience in standards development and Australian state and territory regulation; and
  - one Young Leaders Program alumnus appointed by the Board.

## **3.2 Standards Development & Accreditation Committee Charter**

The Committee noted:

- Version 16 of the Standards Development and Accreditation Committee Charter approved and adopted by the Board on 12 April 2021
- That the Charter incorporates Dispute and Technical Resolution provisions which provide Technical Committee representatives with a right to present their submissions directly to the Standards Development and Accreditation Committee
- That Management will be scheduling governance training for all Board and Board Committee members after the Membership Committee is constituted and new Standards Development and Accreditation Committee members are appointed and that this training will include content focussing on the roles and responsibilities of Directors and Board Committee members.

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