



Terms of Reference

Artists at Work Taskforce

Establishment and Scope

The *Artists at Work Taskforce* (“the Taskforce”) is a non-statutory, time-limited advisory panel to provide high level independent advice for the Minister for Arts (“the Minister”) on issues related to the work insecurity and income inequality experienced by some South Australian artists and arts workers.

Establishment of the *Artists at Work Taskforce* is a commitment of the South Australian Government, forming part of its 2022 election platform.

The *Artists at Work Taskforce* is a state-wide, multi-stakeholder panel of experts with knowledge in the fields of industrial relations, employment, and arts, culture and creative sectors. It will:

- **Identify** specific issues leading to the work insecurity and income inequality experienced by some South Australian artists and arts workers.
- **Invite** consultation from relevant subject matter experts.
- **Advise** the Government on how factors that contribute to work insecurity and income inequality apply in South Australia, including in the public, not for profit and private sectors.
- **Make recommendations** on where change can have the most impact, including policy and legislative reform, informed by recognised best practice.

The Taskforce will commence in February 2024, and will operate for four months. It is not a decision-making group and will conclude once the report is delivered to the South Australian Government.

Objectives

The Taskforce will:

- provide information, advice and recommendations to the South Australian Government on current issues and trends regarding workplaces both nationally and in South Australia; and towards creating sustainable careers for artists and arts workers

- propose strategies and actions relevant to South Australia to address work insecurity and income inequality experienced by some artists and arts workers
- provide guidance and advice on best practice for potential regulatory and legislative reforms from local, state and federal governments, noting South Australia alone may not hold the levers to facilitate proposed reforms
- provide relevant advice that will ensure the resulting strategies, demonstrate global best practice and will be relevant and effective in the South Australian context
- bring fresh perspectives to identification of actions that strive to enable South Australian artists and arts workers to live well.

Responsibilities

Taskforce members must:

- act as a strategic advocate for the Taskforce, fostering positive communication regarding progress and outcomes from the Taskforce
- consider any proposals and issues impacting artists and arts workers ability to live well, as referred to the Taskforce by the Minister
- provide timely recommendations, information and advice, considering a whole of Government approach
- review issues relating to income insecurity for the arts, culture and creative sector that are of strategic significance, as they relate to Government policies and programs
- undertake any other relevant business that may arise as agreed by the Taskforce and / or as directed by the Minister.

Membership

Taskforce members will be appointed by Arts South Australia, Department of the Premier and Cabinet and noted by the Minister for Arts. Members will be selected from a list of nominations collected through an open Expression of Interest process.

Membership will consist of a minimum of four and up to eleven (11) members (including the Chair), providing the key attributes for the Taskforce are represented by the composition. The Taskforce will be chaired by the Deputy Chief Executive, Community, Culture and Place, Department of the Premier and Cabinet.

In consideration of the commitment required to participate in Taskforce meetings and the need to attract dedicated and capable representatives, non-public sector members will be paid an honorarium in line with the remuneration guidelines for boards and committee members outlined in *Premier and Cabinet Circular 016*. Public sector and public servant employees will not be remunerated.

Selection Criteria

The Taskforce will consist of persons representing a strategic cross-sector focus and may include government and non-government employees with technical and business knowledge in the areas of industrial relations, employment and arts, culture and creative sectors.

Arts South Australia is seeking Taskforce members with strong backgrounds in industrial relations, workplace entitlements, awards and labour laws, and/or workforce trends, particularly in an arts and culture context.

Selection will be based on skills, abilities and expertise in one or more of the following criteria:

- technical and business knowledge in the areas of arts and/or industrial relations matters
- demonstrated understanding of employment and income matters that concern the arts, culture and creative sectors
- broad understanding of current issues and future trends affecting the arts, culture and creative sector in South Australia, nationally and internationally.

Meeting Arrangements and Preparation Process

The Taskforce will meet regularly over a four-month period, at a venue to be determined, and with the option of remote attendance of members via MS Teams.

All meetings will be chaired by Alison Lloyd-Wright, Deputy Chief Executive, Community, Culture and Place, Department of the Premier and Cabinet.

Members of the Project Team (“the Project Team”) from Arts South Australia will attend meetings to record the decisions of the meetings, as well as track program progress, and may provide relevant advice to support Taskforce activity and decisions. A Secretariat from the Project Team will record minutes and distribute to members.

The Project Team will provide research support as required into lines of investigation and questioning from the Taskforce, summarised in meeting papers. Meeting papers will be provided to members no later than 1 week in advance, and the minutes will be provided no later than 2 weeks after the meeting.

To satisfy the requirement for a quorum, meetings must be attended by half of the appointed members, plus one (1).

Where members cannot attend a meeting, proxy attendance is not permitted.

The Taskforce, in consultation with the Department through Arts South Australia, may establish working groups as necessary, and any working groups established may meet on an as needs basis.

Term

These Terms of Reference are effective from November 2023 and will be reviewed monthly, or at the discretion of Arts South Australia, for the lifespan of the *Artists at Work Taskforce*.