

Agricultural Security And Priority Committee (ASAP)

Terms of Reference

Context

The Agricultural Security and Priority (ASAP) committee has been established as a subcommittee of Grain Producers SA to advocate for the priority and security of viable agricultural production over any other proposed form of land use. The ASAP committee reports directly to the GPSA Board. The ASAP Committee is not to act unilaterally, and is not autonomous from the GPSA Board. Its recommendations, if enacted, will occur only after Board approval.

Purpose

The ASAP committee aims to:

- Advocate for the right to farm by making informed recommendations for the Board of GPSA to consider;
- As directed by the GPSA Board, respond to grain growers requests to support the argument that they have a right to be able to continue to farm into the future, and
- Provide relevant and timely information to the Board of GPSA on issues relating to security of production and the right to farm whilst recognising that a blanket “one size fits all” policy approach may not be practicable.
- Provide a point of contact within GPSA for grain growers affected by competing land use conflicts.
- Provide the framework for the production, collection, and dissemination of data and information regarding the priority of agricultural production and the right to sustainable and viable farming,
- Advocate for protecting the value of farm assets and the health and wellbeing of farmers.

Scope

The ASAP committee is to provide informed recommendations to the GPSA Board for consideration and/or ratification. Work related to issues under consideration by the ASAP committee will be undertaken by the Executive Officer and PPSA Policy and Executive Support officer where appropriate or out-sourced if necessary.

Membership

The ASAP committee shall consist of a minimum of 7 members, including: (initially)

Chair	Max Wilksch
Executive Officer	Trudy Huczko
Committee members	Darren Arney - CEO GPSA
	Deane Crabb - Policy Support, PPSA
	Naomi Bittner - Yorke Peninsula farmer
	Brenton Davey - Yorke Peninsula farmer
	Leon Veitch - EP Farmer
	Natalie Sommerville - Mid North Farmer

Expert consultant – Anthony Kelly – Lawyer, Mellor Olsson

The Chair of the ASAP Committee must be a current GPSA Director. Members will be appointed for a period of 2 years, with new members appointed on an as needs basis. Members can have more than one term, up to a maximum of 8 years.

Meeting frequency

The ASAP committee will meet at least 3 times per year and will work out of session via email/phone as required to provide information, support and recommendations to the GPSA Board. The work completed out of session will be arranged through the Executive Officer/PPSA Policy and Executive Support.

Meeting attendance, proxies and quorum

Members are expected to attend ASAP committee meetings whenever possible, or provide a proxy. A quorum will consist of a minimum of 4 members, and can include phone-in attendance as required. Non GPSA office bearing members of the Committee will be remunerated \$400 per meeting and have all reasonable travel costs reimbursed.

Meeting agendas and papers

ASAP committee meeting agendas will be prepared by the Executive Officer in consultation with the ASAP committee Chair and will be disseminated with any agenda papers where possible at least 1 week prior to committee meetings.

Meeting decisions, minutes and actions

Decisions concerning agenda items will be by consensus. Where agreement is unable to be reached, matters can be referred by the Chair to the GPSA Board for a decision.

The Executive Officer will record the action items list for each meeting, and circulate these to members where possible within 1 week of a meeting being held.

Meeting records

Accurate and complete ASAP committee meeting records, including terms of reference, meeting agendas, papers, meeting minutes, action items lists and other matters, will be captured and maintained on the GPSA system by the Executive Officer to ensure governance, records management and audit requirements are met.

Reporting

The recommendations of the ASAP committee will be reported to the GPSA Board after each meeting and as required between meetings. The Chair will provide a regular status report to each GPSA Board meeting.

Confidentiality

The ASAP committee is to provide informed recommendations to the GPSA Board for consideration and/or ratification. Therefore, details of the discussions and recommendations made by the ASAP committee are considered confidential and not to be disclosed to any third party or discussed outside of the committee without the approval of the GPSA Board. Requests for confidentiality must be respected. Committee members need to be mindful that until recommendations are ratified by the GPSA Board they are not to be considered the GPSA position.

As a consultant to the Committee, any comment that Andrew Goode makes with regard to legal advice or opinion must be considered confidential.

Media spokesperson for this committee is to be Darren Arney as CEO of GPSA.

Conflict of interest

Members who become aware of any conflict of interest or potential conflict of interest prior to or during the course of the meeting will immediately advise the Chair and excuse themselves from the meeting, or that part of the meeting in which the conflict may occur, if deemed necessary by the Chair. In instances where there is a possibility of a potential conflict of interest, the matter will be discussed in the first instance with the Chair, prior to attending the meeting.



A conflict of interest may include any interest, business or other relationship that could be reasonably perceived to materially interfere with the member's or person's ability to act in the best interests of the ASAP committee., or in which that person stands to gain some benefit that his or her peers would not also receive.

A register of interests of all committee members will be prepared and updated regularly.

Review date

The ASAP committee will review these terms of reference as required.

Last review: August 2016.