

Transport and Supply Chain Committee (TASC)

Terms of Reference

Context

The Transport and Supply Chain Committee (TASC) has been established as a subcommittee of Grain Producers SA to advocate for a more efficient and effective Grain Transport and Supply Chain leading to a reduction of farm gate to ship's hold costs. The TASC committee reports directly to the GPSA Board. The TASC 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 TASC committee aims to:

- Advocate for a more efficient and effective Grain Transport and Supply Chain leading to a reduction of farm gate to ship's hold costs.;
- Provide relevant and timely information to the Board of GPSA on issues relating to Grain Transport and Supply Chain.
- Provide a point of contact within GPSA for Grain Transport and Supply Chain issues & opportunities.
- Provide the framework for the production, collection, and dissemination of data and information regarding the Grain Transport and Supply Chain.

Scope

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

Membership

The TASC committee shall consist of a minimum of 5 members, including: (initially)

Chair	Wade Dabinett
Executive Officer	Amanda Bridge
Committee members	Darren Arney - CEO GPSA
	Mark Schilling - Farmer
	Craig Kelsh - Farmer
	Philip Wilsdon - Farmer
	Brett Roberts - Farmer & Director - GPSA
	Anthony Pfitzner – Farmer
	Karen Baines – Farmer

Expert consultant – To be appointed as needed.

The Chair of the TASC 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 TASC 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 and Executive Support.

Meeting attendance, proxies and quorum

Members are expected to attend TASC 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

TASC committee meeting agendas will be prepared by the Executive Officer in consultation with the TASC 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 TASC 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 TASC 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 TASC 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 TASC 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.

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 TASC 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 TASC committee will review these terms of reference as required.

Last review: March 2017.