

Research, Development & Extension (RD&E) Committee

Terms of Reference

Context

The Research, Development and Extension Committee (RD&E) has been established as a subcommittee of Grain Producers SA to provide recommendations to the Board of GPSA on matters concerning Research, Development and Extension at national and state level that have an impact on grain producers in SA. The RD&E committee reports directly to the GPSA Board. The RD&E 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 RD&E committee aims to:

- Promote Research, Development & Extension in Agriculture and the value it brings to South Australia.
- Evaluate efficacy of RD&E programs conducted in South Australia for all crops.
 - Consider issues and opportunities around intellectual property and levy payers.
 - Examine funding of GPA from the GRDC grain levy.
 - Review the National RD&E frame work.
- Oversee SAGIT and its expenditure.
 - Evaluate the value of funding from SA grain growers to government research facilities
- Coordinate with GPA & GGL on GRDC oversight.
 - Evaluate any proposed future structure of GRDC and/or potential future research models
- Evaluate the GRDC bilateral arrangement between GRDC & SARDI.
- Support RD&E into the latest technologies including gene editing and genetic modification.
- Link with other groups involved in R,D&E e.g. SABAC, AOF, Pulse-Australia

Scope

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

Membership

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

Chair	Stephen Ball
Executive Officer	Belinda Ryan
Committee members	Darren Arney - CEO GPSA
	Mark Modra - Farmer
	Trent Potter - Ag Consultant
	Richard Konzag - Farmer
	Tanya Morgan - Farmer
	David Malpas - Farmer & GPSA Director
	Peter Cousins - Ag Consultant

Expert consultant – To be appointed as needed.

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 RD&E 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 RD&E 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

RD&E committee meeting agendas will be prepared by the Executive Officer in consultation with the RD&E 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 RD&E 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 RD&E 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 RDE 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 RD&E 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 RD&E 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 RD&E committee will review these terms of reference annually and as required.

Last review: June 2017.