



Cooperative Research Centre for an Internationally Competitive Pork Industry

Research and Development Committee Terms of Reference

1. The Terms of Reference

1.1 These **terms of reference** establish the purpose and responsibilities of the **Research and Development (R & D) Committee** within the governance system of the **Pork CRC**.

2 Purpose

2.1 The **R & D Committee** advises and assists the **Board** in discharging its responsibilities in considering proposals for funding research projects and undertaking an annual review of research projects.

3 Membership

3.1 The **R & D Committee**, and the **Committee** chair, shall be appointed by the **Board** and shall consist of at least two directors both of whom are industry representatives with due regard to the approval of the Australian Pork Ltd General Manager Research and Innovation.

3.2 Terms of appointment of **R & D Committee** members will be determined by the **Board**.

4 Meetings and Procedures

- 4.1 The **R & D Committee** shall meet as required. The Chair has the power to call a meeting whenever needed.
- 4.2 A quorum is reached if 50% + 1 of **R & D Committee** members, one of whom shall be a director, are present including by telephone.
- 4.3 Each member on the **R & D Committee** has one vote.
- 4.4 The **Pork CRC** will provide secretarial support as required to the **R & D Committee**.
- 4.5 The **R & D Committee** may invite any person as appropriate and identified by the **Committee** to attend meetings.
- 4.6 The **R & D Committee** will report to the **Board** after each meeting. The report shall cover:
- 4.6.1 Minutes of the **R & D Committee** meeting;
 - 4.6.2 Any formal resolutions or decisions of the **R & D Committee**.
 - 4.6.3 Any major issues of which the **R & D Committee** believes the **Board** should be informed.
- 4.7 The **R & D Committee** may undertake any matters as directed by the **Board**

5 Responsibilities

- 5.1 Review projects recommended by the **CEO** for funding against the CRC's strategic criteria:-
- Potential end users need to be identified early on in the development of the research proposal, and engaged in the proposal development phase.
 - Potential research collaborators, from within and outside the CRC, and at a national and international level, need to be identified early on in the development of the research proposal, and engaged in the proposal development stage.
 - Alignment with the CRC objectives.
 - Extent of multidisciplinary collaboration.
 - Research programme budget.
 - Level of cash and in-kind resources.

The **R & D Committee** is to review the project agreements for approval. The minutes of the committee will include full details of approved projects and will be provided to the **Board** on acceptance.

- 5.2 Provide leadership and strategic direction for the research aspects of the Pork CRC.
- 5.3 Add value to the project development and review process, and the overall operations of the CRC.
- 5.4 Ensure transparent and accountable decision making processes, including for research peer review and project approvals.
- 5.5 Be inclusive of the participants of the CRC.
- 5.6 Foster and promote integration between projects and monitor the effectiveness of that integration through the Programme Managers.
Review and decide upon which projects forming part of the Research Programme to recommend to the **Board** for funding by the CRC.
- 5.7 Review and monitor Research Programme performance.
The objective of the project review process is to ensure that projects are on track to deliver outcomes in line with the project plan and the CRC vision.
- 5.8 Liaise with the industry and government stakeholders.
- 5.9 Provide management advice to the **CEO** and Principal Investigators.
- 5.10 The **R & D Committee** will review and reassess these **Terms of Reference** at least annually and recommend any proposed changes to the **Board** for approval.

End
