

Committee name:	Centre Advisory Committee
Date last approved:	17.03.2022
Next review:	March 2023
Reports to:	n/a
Sub-Committees:	Science Advisory Panel

Purpose

The purpose of the Centre Advisory Committee is to:

1. Assist Centre management by contributing to the development of strategies and vision for the future, relative to the proposed goals and objectives of the Centre;
2. Serve as a vehicle for creating, and building on, linkages between academia, industry and government; and
3. Advise the Centre Director, the Centre's senior leadership, and the Administering Organisation, on the strategic research focus of the Centre, the structure and general operating principles of the Centre, and intellectual property and commercialisation management.

Terms of Reference

The Committee shall:

1. Ensure the Centre's objectives and goals for its science, translation, and talent development are clear, viable and reflect or, preferably, exceed industry standard.
2. Constructively challenge the Centre's management strategy and work with the Centre Director to monitor and evaluate the Centre's strategic objectives.
3. Provide feedback on the implementation of operational strategies to ensure Centre activities align with strategic objectives.
4. Provide the Director and Centre management with connections and links to government, industry, national and international research organisations, and community.
5. Oversee the annual review of the Centre Charter.
6. Advise on the effectiveness of the research organisation and leadership approaches as well as on the impact and translation pathways and activities.
7. Support the Centre Director and COO in reviewing progress of key performance indicators (KPIs) to be reported on to the Australian Research Council (ARC) and evaluating performance against international benchmarks.
8. Advise on management of risks, including but not limited to -
 - Legislative risks
 - Financial risks
 - Reputational risks
 - Cultural risks
 - Workplace health and safety risks, including mental health
 - Business continuity risks.

Membership

The membership of the Centre Advisory Committee will take into consideration expertise required to address the future challenges and opportunities for the Centre, as it develops and matures. Membership will be reviewed at least every two years.

Chair	Non-Centre member with demonstrated extensive experience as the leader of a large research organisation
Deputy Chair	TBC
Centre Director	ex-officio
Deputy Director (Research)	ex-officio
Chief Operating Officer/Deputy Director (Operations & Strategy)	by invitation
Academia/ARC/Research funding representative	
Community representative	
Government representative	
Industry representative	
Business representative	
Law and policy representative	
RDC representative	
ECR representative	

Member names and contact details

Name	Position	Affiliation	Email
Dr John Manners	Chair	CSIRO	john.manners@csiro.au
TBC	Deputy Chair		
Professor Christine Beveridge	Centre Director	UQ	c.beveridge@uq.edu.au
Professor Mark Cooper	Deputy Director (Research)	UQ	mark.cooper@uq.edu.au
David Tomlins	Chief Operating Officer/Deputy Director (Operations & Strategy)	UQ	d.tomlins@uq.edu.au
Emeritus Professor	Academia/ARC/Research funding representative	UQ	j.tompkins@uq.edu.au

Joanne Tompkins			
Henrietta Marrie AM	Community representative	Bukal Consultancy	aphmarrie@bigpond.com
Dr Julia Playford	Government representative	Executive Director, Science Development, Qld Dept of Environment & Science	julia.playford@des.qld.gov.au
Richard Dickmann	Industry representative	Apical Advisory	richard@apicaladvisory.com
Pauline Okemo	ECR representative	UQ	o.asami@uq.edu.au

Term of office

Members shall be appointed for a two year term. Members may be invited to serve a further term.

Attendance by invitation

The Chair may invite other stakeholders to attend meetings to contribute to discussion of items of business, as appropriate.

Quorum

A quorum consists of at least 60% of members including the Chair. If a quorum is not reached, the Chair may determine to adjourn the meeting.

Conflict of Interest

Committee members are required to declare to the Chair any real, perceived or potential conflict of interest they may have with any matters related to the Centre's research or operations, including matters which may be listed on the Committee's agenda for discussion.

Unless the Chair otherwise directs, the member concerned must not be present when the Committee considers the issue nor take part in a decision of the Committee about the issue.

The member concerned must not be present when the Committee is considering whether to excuse them from Committee discussions on the issue.

Any disclosure of a conflict of interest must be recorded in the minutes of the meeting.

Frequency of Meetings

The Committee will meet at least twice annually. Meetings may be held by video-link.

Secretariat support and contact details

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Centre Advisory Committee

Secretariat: Centre Office for Research Management & Support (CORMS)

Email: plantsuccess@uq.edu.au