

# Terms of Reference for the National Soil Research, Development and Extension Implementation Committee

## **Purpose of the committee**

The Implementation Committee (IC) will facilitate implementation of the National Soil Research, Development and Extension (RD&E) strategy. The committee will provide leadership and achieve increased effectiveness of Australian soil RD&E, being mindful that Soil RD&E is always set within a broader systems view. More specifically, the role of the National Implementation Committee is to:

- oversee and govern strategy implementation
- implement the strategy to achieve its objectives in a timely manner
- drive increased collaboration and coordination between organisations involved in the national soil RD&E effort
- help determine strategic national soil RD&E priorities
- help facilitate coordinated investment to address national soil R&D priorities and emerging issues
- help sustain high levels of benefit from the national investment in soil RD&E
- strengthen Australia's national soil research capability
- help facilitate knowledge exchange between users and providers of soil information ensuring ongoing innovation, adoption of new technologies and productivity benefits
- proactively communicate, including to promote the necessary public and government awareness of soils, using mechanisms such as an annual soil RD&E forum, soil RD&E strategy website and electronic newsletters
- liaise with relevant national committees, including but not limited to the:
  - AgSOC Research and Innovation Committee
  - National Committee on Soil and Terrain (NCST)
  - National Committee on Land Use and Management Information
  - Terrestrial Ecosystem Research Network
  - National Plan for Environmental Information
  - National Committee on Acid Sulfate Soils
- undertake monitoring, evaluation, reporting and improvement activities to ensure the strategy is being implemented

## **Membership**

In keeping with the overall national RD&E strategy process and intent, voting members of the Implementation Committee are required to represent a State jurisdiction, the Department of Agriculture, CSIRO, the Australian Council of Deans of Agriculture, or an RDC.

Voting members of the Implementation Committee are required to represent a major national funder or provider of soil related research. This criterion can be assessed using evidence of contributions such as quantum of RD&E investment, major project roles, publication analysis, etc.

Voting members of the Implementation Committee are required to commit significant annual resources (either cash or in-kind) to the strategy and participate with an intent of active commitment to implement the strategy.

Where organisations are fragmented in relation to the requirement to be a 'major national funder or provider of soil related research' then a representative model is applied. For example, the Australian Council of Deans of Agriculture will be represented by 4 voting university members with a geographic spread, significant soil research expertise and those representatives should be determined by the sector. The ACDA should consult with the university sector, including the Australian Council of Deans of Environment and report back to this committee on how they came to their decision regarding representatives.

Organisations that are not voting members of the Implementation Committee may contribute as affiliates or observers and may participate in Implementation Committee working groups when invited.

State agencies have the responsibility to represent all relevant Primary Industries related soil RD&E in their State. The lead RDC has the responsibility to represent other RDCs who are not voting members of the Implementation Committee. The lead AgSOC agency (CSIRO) has the responsibility to represent other national agencies that are not otherwise represented on the Implementation Committee (e.g. including Geoscience Australia, Bureau of Meteorology, ACIAR).

Smaller organisations or jurisdictions (relative to the major national funder or provider of soil related research criterion) or those who are unable to meet the other criterion are encouraged to consider an affiliate (non-voting) role and/or working group participation.

Additional agencies/institutions that wish to seek membership of the Implementation Committee should do so by:

- a) Applying to the Implementation Committee
- b) Outlining how they meet the membership criteria (above), why they are seeking to join, the value that they can add, the specific skills/knowledge the membership can bring to the strategy implementation process, and who the proposed representative is to be (the Secretariat could construct a short form for this purpose).

The Advocate for Soil Health will fulfil the role of patron for the committee.

The duration of the appointment as an IC member is for three years commencing February 2015 and members shall be eligible for reappointment.

### **Leadership**

Implementation of the national soil RD&E strategy is led by CSIRO (the jurisdictional lead organisation) and the Grains Research and Development Corporation (the lead RDC). CSIRO manages the executive support for strategy implementation.

In partnership, these two lead organisations will drive and provide leadership for strategy implementation, including promoting and representing the strategy at high-level forums. The lead organisations will work closely with the Implementation Committee and the Committee Chair.

The Strategy Executive will consist of representatives from CSIRO as lead agency, GRDC as lead RDC, the Chair and the Deputy Chair. The Strategy Executive will make 'out of session' decisions (if required) in consultation with IC members.

The Strategy Secretariat, consisting the strategy Executive Officer and CSIRO Executive Officer, will support the meetings and activities of the Implementation Committee and Strategy Executive.

### **Appointment of the Chair and Deputy Chair**

The Chair will facilitate the operation of the committee and advance the implementation of the national strategy. As such, the role will be impartial and not represent a particular jurisdiction, organisation or sector. The Chair may wish to nominate another person to contribute to the committee to represent their jurisdiction, organisation or sector. The Chair

will be expected to work closely with CSIRO (lead agency) and GRDC (lead RDC), and facilitate the operation of the implementation committee to fulfil its stated role.

If there is more than one nominee, the Chair will be elected by a process of elimination. Each round of voting will be by secret ballot. In each round, the nominee with the least votes will be eliminated. As two nominations were received in 2015 it was agreed to appoint a Chair and Deputy Chair. The Deputy Chair will fulfil the Chairs' role when the Chair is absent. The Chair will be elected for a two-year term.

### Frequency of Meetings

The Committee shall meet quarterly. A quorum at each meeting shall be 70% of members.

The Strategy Executive will meet monthly or more frequently if required.

An annual national soil RD&E forum will be held to assess cross-sector and regional soil RD&E priorities, consider opportunities for soil RD&E and report on achievements – or with other objectives as determined by the IC.

### Working groups

Working groups will be formed to support the Implementation Committee and deliver outcomes against strategy goals. These groups will be convened as required to work on specific activities as requested by the IC. Working Group members do not have to be drawn solely from the IC or from IC member organisations. Each Working Group will have a leader appointed and will report back to the IC.

### Reporting arrangements

The Implementation Committee will report to AgSOC Research and Innovation (R&I) Committee. The R&I Committee is responsible for the oversight of the development and implementation of the National Primary Industries RD&E Framework. The Framework is one of the Priority Issues of National Significance as outlined in the Terms of Reference for the Agriculture Ministers' Forum. The R&I Committee also provides advice on the overall performance of the primary industries research innovation system and emerging technologies including biotechnology to AgSOC, and works with the Council of Rural Research and Development Corporations.

### Financial considerations

Members will attend IC meetings paying their own airfares, accommodation and other travel costs. Strategy funds will be used by the lead agency (CSIRO) to meet the costs of meeting venues, meeting catering, and secretariat support for the IC. The IC will be asked to approve proposed expenditure of strategy funds and will be provided with regular financial reports.

## Appendix 1

Current membership of the committee is (as of May 2016):

Name	Agency	Jurisdiction	Email
Neil McKenzie	CSIRO (lead agency)	National	<a href="mailto:Neil.Mckenzie@csiro.au">Neil.Mckenzie@csiro.au</a>
Jan Edwards	Grains Research and Development Corporation (lead RDC)	National	<a href="mailto:Jan.edwards@grdc.com.au">Jan.edwards@grdc.com.au</a>
Georgina Kelly	Chair	National	<a href="mailto:georgina.kelly@dpi.nsw.gov.au">georgina.kelly@dpi.nsw.gov.au</a>
Hamish Cresswell	CSIRO Executive Officer (non-voting)	N/A	<a href="mailto:Hamish.Cresswell@csiro.au">Hamish.Cresswell@csiro.au</a>
Jennifer Alexander	Strategy Executive Officer (non-voting)	N/A	<a href="mailto:jennifer.alexander@ecodev.vic.gov.au">jennifer.alexander@ecodev.vic.gov.au</a>
Ian Anderson	Western Sydney University	National	<a href="mailto:i.anderson@uws.edu.au">i.anderson@uws.edu.au</a>

Cameron Allan	Meat and Livestock Australia	National	<a href="mailto:callan@mla.com.au">callan@mla.com.au</a>
Michele Barson	Department of Agriculture and Water	Australian Government	<a href="mailto:michele.barson@agriculture.gov.au">michele.barson@agriculture.gov.au</a>
Michael Crawford	Dept of Economic Development, Jobs, Transport and Resources	VIC	<a href="mailto:michael.crawford@ecodev.vic.gov.au">michael.crawford@ecodev.vic.gov.au</a>
Felice Driver	Sugar Research and Development Corporation	National	<a href="mailto:FDriver@sugarresearch.com.au">FDriver@sugarresearch.com.au</a>
Warwick Dougherty	Department of Primary Industries	NSW	<a href="mailto:warwick.dougherty@dpi.nsw.gov.au">warwick.dougherty@dpi.nsw.gov.au</a>
Brenda Kranz	Horticulture Innovation Australia	National	<a href="mailto:Brenda.Kranz@horticulture.com.au">Brenda.Kranz@horticulture.com.au</a>
Paul Lawrence	Department of Science, Information Technology and Innovation	QLD	<a href="mailto:Paul.Lawrence@dsiti.qld.gov.au">Paul.Lawrence@dsiti.qld.gov.au</a>
Sharon Harvey	Wine Australia	National	<a href="mailto:sharon.harvey@wineaustralia.com">sharon.harvey@wineaustralia.com</a>
Jason Hill (TBC)	Dept. of Land Resource Management	NT	<a href="mailto:jasonv.hill@nt.gov.au">jasonv.hill@nt.gov.au</a>
Alex McBratney	University of Sydney	National	<a href="mailto:alex.mcbratney@sydney.edu.au">alex.mcbratney@sydney.edu.au</a> ( <a href="mailto:damien.field@sydney.edu.au">damien.field@sydney.edu.au</a> )
Jim Cox	South Australian Research and Development Institute	SA	<a href="mailto:jim.cox@sa.gov.au">jim.cox@sa.gov.au</a>
Cathy Phelps	Dairy Australia	National	<a href="mailto:cphelps@dairyaustralia.com.au">cphelps@dairyaustralia.com.au</a>
Karen Holmes	Department of Agriculture and Food	WA	<a href="mailto:karen.holmes@agric.wa.gov.au">karen.holmes@agric.wa.gov.au</a>
Peter Voller	Dept of Primary Industries, Parks, Water and Environment	TAS	<a href="mailto:peter.voller@dpiuwe.tas.gov.au">peter.voller@dpiuwe.tas.gov.au</a>
Allan Williams	Cotton Research and Development Corporation	National	<a href="mailto:allan.williams@crdc.com.au">allan.williams@crdc.com.au</a>
Vicki Woodburn	Rural Industries Research and Development Corporation	National	<a href="mailto:vicki.woodburn@rirdc.gov.au">vicki.woodburn@rirdc.gov.au</a>
Neal Menzies	Australian Council of the Deans of Agriculture, University of Queensland	National	<a href="mailto:n.menzies@uq.edu.au">n.menzies@uq.edu.au</a>