



## ANNEXURE B

### Advisory Committee Terms of Reference

#### Background

Sheep Genetics has been established to provide accurate, credible breeding values for specific traits that have been calculated from pedigree, performance and genotype data supplied by the breeder. These breeding values are released to the breeder in the form of ASBVs. ASBVs allow direct across flock and breed comparison of the genetic potential of sheep for specific traits that affect commercial production. The operation and governance of Sheep Genetics is conducted by MLA. The Sheep Genetics business and operational plan states the mission, objectives, governance, key strategies and pricing policy under which Sheep Genetics will operate. Part of the plan includes an annual review of the operational performance of Sheep Genetics. Resources for the operation of Sheep Genetics, including development costs, staff, evaluation and database software and business systems are generated from revenue arising from provision of services to clients and from MLA.

#### Advisory Committee – Terms of Reference

The Sheep Genetics Advisory Committee (**Committee**) is the forum for Industry representatives to provide program oversight and feedback on major policy decisions to the Sheep Genetics Executive. The Committee is advisory to the Sheep Genetics Executive, providing advice in the form of recommendations.

The Committee provides a critical role in communicating and representing the views and requirements of Sheep Genetics clients, potential clients and the wider sheep industry to Sheep Genetics (SG) and MLA, and to ensure that the SG Business Plan and SG operational performance meets those needs. The Committee performs an important role in the annual review of operational performance.

Sheep Genetics is overseen by the SG Executive (2 MLA managers and SG manager). The Manager reports to the SG Executive.

Specifically, the Committee is required to undertake the following activities:

- Proactively communicate and represent the views and requirements of SG clients, potential clients and the wider sheep industry in relation to the operations and future development needs of SG, through
  - interaction and communication with the SG Manager and team members; and
  - seeking industry feedback or solutions to Committee agenda items and strategic challenges.
- Periodically review the implementation of the SG Business and Operational Plans with specific attention to the following items;
  - key performance indicators for SG;
  - relevance of SG products and services offered to clients;
  - future products and services of SG with specific attention to the development and incorporation of new features and services, including the incorporation of new traits and indexes, into the SG service;
  - technical performance of SG including implementation and continual review of the technical strategy, based on the advice of appropriate technical specialists, to ensure that SG service retains the confidence of industry;
  - quality assurance requirements of data that enter SG;
  - pricing of SG services; and
  - marketing and extension strategies for SG.
- review the performance of SG against its objectives and KPIs.
- Provide a semi-independent access point for breeders to express views or issues about the SG service

### Composition

- The Committee will comprise the Manager, a chairperson (**Chairperson**) appointed by MLA, 2 representatives from MLA and up to 7 representatives from the Australian Sheep industry chosen by MLA, according to the applicants' merit in relation to defined selection criteria. The Committee will appoint a Deputy Chairperson from the industry representatives to act as the Acting Chairperson in the absence of the Chairperson (**Deputy Chairperson**). If at any meeting the Chairperson is not present within 30 minutes after the time appointed for holding the meeting, the Deputy Chairperson will take the Chair for that meeting.
- It is expected Committee members will be appointed for a minimum period of 3 years and a maximum of 6 years. The timing of any replacement or appointment as well as asking members to sit for consecutive terms will be at the discretion of MLA. MLA may appoint or replace a Committee member at any time.

### Roles

The Committee will have the powers specified in these Terms of Reference. MLA will consider decisions of the Committee for managing and operating Sheep Genetics, provided these do not contradict the policies and corporate responsibilities of MLA.

In forming recommendations to the Sheep Genetics Executive, members of the Advisory Committee must focus on outcomes that provide the most benefit to the sheep industry, even if this may at times conflict with their personal position or industry sector.

### Quorum

The quorum of the Committee will be an MLA representative, at least 50% of the producer representatives and either the Chairperson or the Deputy Chairperson.

## Technical Committee Terms of Reference

1. The Technical Committee will comprise of an independent Chairperson (**Chairperson**) appointed by MLA, at least 1 representative from MLA, at least 1 Australian sheep industry representative, the Sheep Genetics Manager and research scientists chosen by MLA. The Sheep Genetics Technical Committee is advisory to the Sheep Genetics Executive Committee (**Executive**), existing to consider and make recommendations to the Sheep Genetics Executive on (a) R&D priorities for the coming year and (b) project topics for new R&D investment that will maximise the contribution that sheep genetic improvement can make towards achieving the strategic objectives set out in the Sheep Genetics Business Plan, Operating Plan and other strategic objectives as determined by the Executive from time to time (the **Project Objectives**).
2. Specifically, the Technical Committee will:
  - identify and prioritise new opportunities arising from industry feedback and from similar research elsewhere (both in sheep and in other species, locally and overseas) that are considered relevant to achieving the Project Objectives, considering, amongst other criteria, likely industry return on investment;
  - design and submit R&D projects to the Executive for approval;
  - respond to feedback and guidance from the Executive in relation to projects and priorities;
  - provide technical guidance and review progress in each approved project against Sheep Genetics KPIs, key priorities and performance measures set out in the Work Plan agreed to by the Executive; AND
  - fulfil any other function requested by the Sheep Genetics Executive.
3. The Technical Committee shall meet (whether in person, by telephone or video link up and the like) at such times it shall determine but no less frequently than 3 times per year. The Technical Committee shall meet at the request of a Member provided that a reasonable notice of the meeting is given to the other Members. Each Member shall bear the costs and expenses associated with the attendance at meetings of the Technical Committee.
4. Scientists working on associated sheep genetics projects can be invited to attend and participate in meetings of the Technical Committee as required by it.
5. Sheep Genetics staff will record and distribute the minutes of each meeting.
6. Decisions of the Technical Committee will be made by majority and provided as recommendations to the Sheep Genetics Executive Committee. The Sheep Genetics Executive Committee is responsible for final approval of milestones and payments.
7. All substantive agenda items for each meeting must be accompanied by written papers distributed at least 2 days before the meeting. Progress reports from AGBU staff will be provided in a format to be decided by the Technical Committee Members.
8. MLA and AWI recognise that the field of technical specialists who may join the Technical Committee is limited and, as such, may be engaged in work within their employer's organisation that may align or be considered by the Technical Committee. In forming recommendations to the Sheep Genetics Executive, members of the Technical Committee must focus on outcomes that provide the most benefit to the sheep industry, even if this may at times conflict with their employer's goals or personal positions.