

## **GROWER RESEARCH ADVISORY COMMITTEE (GRAC)**

# **Executive Committee Charter**

### **1. Introduction**

The Executive Committee is a subcommittee of the Growers' Research Advisory Committee (GRAC), established to provide leadership for the GRAC as set out in this Charter and the GRAC Terms of Reference (TOR).

### **2. Purpose**

The primary objectives of the Executive Committee are to:

- Take the lead on progressing the objectives of the GRAC;
- Take the lead in periodically reviewing and revising the objectives of the GRAC; and
- Advocate to the GRAC for the advancement of the GRAC objectives.

### **3. Membership**

The Executive Committee will consist of FWPA representatives and at least six GRAC members, broadly representative of the geographic range and interests of the forest growing sector. Grower members will be executive or delegated senior management professionals who will commit to effectively participating in and contributing to the strategic leadership of the GRAC. Membership will be reviewed every two years<sup>1</sup> or as required and will be decided by self- or other-nomination and consensus in a GRAC meeting or decided by vote.

Representation will be from:

- The Chair of the GRAC (Chair)
- The FWPA Head of Forest Research (Coordinator), and
- At least six FWPA forest grower members broadly represented from a range of Australian States or Territories and forest types.

### **4. Authority**

In matters related to its purpose, the Executive Committee is authorised to:

- Develop and provide recommendations to the GRAC for decision;
- Develop and provide investment recommendations and decisions in accordance with the *Proposal evaluation process for collaborative forestry RD&E*;
- Establish working groups to assist with developing recommendations to the GRAC; and
- Invite other members to attend Executive Committee meetings or provide information.

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<sup>1</sup> Membership was last fully renewed in November 2023. Next review due in November 2025.

A quorum of five Executive Committee members is required, including at least three grower members. If a quorum is not present the meeting will be rescheduled.

## **5. Meetings**

The Executive Committee will meet at least quarterly, between GRAC meetings, and additionally as required.

## **6. Organisation**

The Head of Forest Research will be responsible for recording minutes of meetings in which a funding recommendation or decision or other substantive outcome is reached.

The GRAC Chair will be the Chair of the Executive Committee, supported by the Head of Forest Research. The Chair may delegate the role of chairing to another GRAC Executive Committee member if unavailable for a meeting.

## **7. Review of Charter**

The Charter will be reviewed 12-monthly or as required.