Committee Name

Technical Sub-Committee

Type

Can be standing, ad hoc (special project) or advisory (related to another board, committee, or project).

Standing. Self-funded. Part of the <u>strategic plan</u>. Leader (Chair sub-committee) is a member of committee of management.

Purpose

Describe the purpose of the committee (what the committee will do, why it was created)

*Provide a **forum for all vine and wine sector stakeholders** to discuss and be involved in research, development, extension and adoption of best practices as informed by our <u>priorities</u> by actively engaging with funding partners*

- *Regional Partner with Wine Australia – SA South contract GRP2306*
- *Biosecurity reference group – Vine Health Australia*
- *Sustainable Winegrowing in the Greater Limestone Coast.*
- *Support and promotion of Workshops delivered by third parties.*
    - *Australian Wine Research Institute*
    - *Farm Building Resilience Program delivered by WGCSA.*

Scope

Clearly describe what is in and out of scope for the committee.

*To Actively engage and seek funding for **research, development, extension and adoption** projects of interest. To supervise these activities and projects by volunteer steering groups.*

Authority

Describe the decision-making authority of the committee (decides, approves, recommends, etc.)

The Sub-committee is led by the Chair of this as The Chair is nominated at each AGM as part of the committee of management election process. The Chair of the TRC is either on ordinary or associate member of the COM and is required to report to the President of the LCGWC at the AGM or as required.

*The Chair – **Hans Loder**, has the authority to approve budgets and expenditure.*

Membership

Type and number of members, how members are appointed, how the chair and co-chair are appointed and a list of members (Name and functional role)

Membership is open to any interested stakeholder within the Limestone Coast vineyard and wine sector community.

Meeting arrangements

Meeting frequency and location, meeting procedures (if applicable), quorum, details about agendas and minutes (how these will be distributed, available online, who prepares them, etc.), communication between meetings.

Regular meetings and communications as called by the TRsC chair.

Reporting

Describe whom the committee will report to, in what format, how often.

The Chair is nominated at each AGM as part of the committee of management election process. The Chair of the TRC is either on ordinary or associate member of the COM and is required to report to the President of the LCGWC at the AGM or as required.

Reporting to contract milestones and acquittal as per relevant contract and deed by either the sub-committee or the Secretary EO.

Resources and budget

Describe the available resources (people, rooms, equipment, etc.) available to the committee, Describe the funds available to the committee.

The TRC can utilise any meeting room or online forum for meetings with preference given to in-kind arrangements where possible.

Available out of general revenue is.

1. *Standard bookkeeping activities in MYOB file*
2. *Access to Zoom account.*
3. *Webpage general maintenance*

Costs to be incurred by the TRC held funds.

1. *As per WARP AOP Activities*
2. *Extra Prepaid data*
3. *Extra Webpage modifications and inputs, including registration pages.*
4. *Applications for funding – Secretary EO shall compile, submit, and acquit.*

At any point in time the TRC may purchase capital items.

Deliverables

Describe the requested/required committee output.

Working to agreed timelines and reporting. Disseminating good information to all limestone Coast vineyard and wine stakeholders.

Review

State the ToR review frequency and next review date.

The Terms of Reference will be reviewed by technical sub-committee on an annual basis, prior to the LCGWC AGM.