



THE MORETON BAY FOUNDATION LIMITED

VISION: Moreton Bay will be an international treasure, known for its excellent environmental health, biological diversity, and ecological sustainability, its innovative, robust and resilient economy, and its Indigenous culture and heritage.

VALUES: Evidence Based, Integrity, Independent, Collaboration

MISSION: To focus expertise, wisdom and enthusiasm for the benefit of Moreton Bay.

Research Advisory Committee for The Moreton Bay Foundation (TMBF) Terms of Reference

Delegation: Pursuant to clause 60 of the Constitution, the Board may delegate any of its powers and functions to a committee, as they consider appropriate. That delegation will be recorded in the Company's minute book.

1. The Research Advisory Committee (RAC) will not have any delegated authority, and decision making will rest with the Board.
2. The RAC will not have any authority to engage with media on behalf of either the RAC or TMBF, and all media statements will be given by the Chairman of TMBF.

Purpose and role of the RAC:

1. The broad purpose of the RAC is to provide the Board with impartial, transparent and accountable advice and guidance regarding any matter relevant to TMBF's principal and other objects (as stated in clauses 7(b) and (c), and clause 8 of the Constitution - <https://moretonbayfoundation.org/constitution/>)
2. The role and responsibilities of the RAC will include, but not be limited to:
 - a) Working collaboratively to ensure timely advice is provided to TMBF Board including, but not limited to:
 - i. Identifying, forming and maintaining relationships with research bodies and committees relevant to the goals of TMBF;
 - ii. Undertaking assessments and recommendations of awards of any TMBF grants and scholarships;
 - iii. Making recommendations to the Board on the matter of TMBF research priorities; and
 - iv. Delivering advice to the Board regarding questions posed by the Board (for example, fact checking on matters involving science, data validity or efficacy of policy);
 - b) Directing a Working Group charged with planning and delivering the Constitutionally required TMBF Expert Scientific Forum;
 - c) Regularly reporting to the Board, and seeking its endorsement of recommendations regarding RAC activities; and
 - d) Maintaining good record keeping and other documentation necessary to effect a successful, transparent process, and ensure TMBF compliance with legal and other obligations.

Membership of the RAC:

1. Membership of the RAC will be open to Research and Ordinary Members and of other individuals by invitation from either RAC or Board members.
2. Individual membership of RAC will be endorsed by the Board.
3. The Chair of the RAC is appointed by the Board.
4. There are no restrictions on the number of appointees to the RAC.



5. At least two Early Career Researchers will be included by annual nomination from two of TMBF's Research members on a rotational basis.
6. Representative(s) from those that are not Research or Ordinary Members, including organisations CSIRO, The Queensland State Museum, Healthy Land and Water, and citizen scientists may be invited to the RAC.
7. Membership will be reviewed annually by the Board.

Meetings of the RAC

1. Meetings must be held in accordance with the provisions of the Constitution, as if holding a meeting of the Board.
2. The RAC may invite guests to attend any meeting of the RAC, if that guest may positively contribute to the success of TMBF objects.
3. Meetings will be held at least quarterly, and can include teleconference meetings and participation.
4. The Chair will prepare and send to RAC members at least four days before each meeting an agenda and any necessary meeting papers.
5. Any member of the RAC can request the Chair to include any item of business relevant to either TMBF objects or the Expert Scientific Forum, on the agenda.
6. The Chair will draft meeting minutes for consideration by all RAC members, and endorsement at the next RAC meeting.
7. A copy of each meeting's minutes will be provided to the Board, as part of the Board papers for the meeting immediately following each RAC meeting.

Review:

1. The RAC will review the relevance and value of its work at the end of each meeting, to ensure that it continually meets its purpose and role.
2. The RAC will provide reports, at least annually, to the TMBF Board on RAC activities including:
 - a) the Expert Scientific Forum planning and implementation, and
 - b) recommended changes (if any) to these RAC Terms of Reference.
3. The Board may in its absolute discretion accept or reject any recommendation of the RAC.

Definitions of terms:

- Board means the Board of Directors of TMBF
- Constitution means the constitution of TMBF
- Ordinary Member means a member of TMBF, who satisfies that membership category, as determined by the Board and in accordance with the Constitution.
- TMBF means The Moreton Bay Foundation Limited
- RAC means the Research Advisory Committee to The Moreton Bay Foundation
- Research Member means a member of TMBF, who satisfies that membership category, as determined by the Board and in accordance with the Constitution.