

# **CHARTER FOR THE RISS EXPERT ADVISORY COMMITTEE [REAC]**

## **PREAMBLE**

RISS is an Australian not-for-profit company formed to promote investment in research infrastructure in the field of Manufacture of Human Cell and cellular based products for transplantation.

The company is funded by the Australian Department of Innovation industry and Science (DIISR) under the National Collaborative for Research Infrastructure Strategy (NCRIS) over five years ending in June 2011.

RISS operates under the NCRIS Biotechnology section 5.5.

## **OBJECTIVES OF RISS**

RISS is funded by DIISR to:

- promote the philosophy of the NCRIS by fostering collaborative relationships in the Field (of manufacture of human cell and cellular based products for transplantation) and supporting growth in infrastructure of Australian research in the Field through the arranging of conferences, forums, workshops and meetings for parties operating in the Field;
- assist persons operating in the Field to obtain or enhance their accreditation for the holding of a TGA GMP licence in the Field;
- assist persons operating in the Field to establish, maintain or improve their quality systems for the purposes of obtaining or enhancing their ability to apply for a TGA GMP licence in the Field;
- manage the distribution of NCRIS and any co-funding in accordance with the conditions imposed by either the Commonwealth or the co-funder, with specific reference to enhancing or promoting research infrastructure in the Field or promoting access to the Infrastructure by persons operating in the Field;
- subsidise those facilities or persons holding (or capable of managing) a TGA GMP licence in the Field such that researchers in the Field can have access to the Infrastructure on commercially more favourable terms than would otherwise normally be available to that party;

- facilitate the entering into Infrastructure Access Agreements and other agreements as may be required to support such agreements.

## **PURPOSE OF COMMITTEE**

In order for the RISS Board to achieve the objectives set for it by DIISR, it must receive timely and sound advice with respect to applications for funding.

- A RISS – Expert Advisory Committee (REAC) will be established to advise RISS on the eligibility and suitability of various applications. Committee members will be drawn from areas in the fields of Research and Health Sciences and are independent of any grant applicants or operators in the field
- REAC needs to focus on:
  - research along the translational path
  - quality of science
  - infrastructure
  - sustainability and capacity of the facility
  - merit as assessed against RISS criteria

## **MEMBERSHIP**

Members of The RISS-Expert Advisory Committee (REAC) will be appointed by the RISS Board; for three years in the first instance. REAC will be established in late 2007 and comprises representatives from RISS and experts in the field of manufacture of human cell and cellular based products for transplantation as follows:

Dr George Morstyn  
Chair Consultant

Dr Richard Fox  
St Vincent's Hospital, Melbourne

Ms Merryn Hagan  
Consultant

Dr Patrick Coghlan  
National Transplantation Services, ARCBS

Rita Maclachan  
Consultant

Dr Stewart Hay  
CEO RISS

The Chair, REAC, may also co-opt public health experts and other experts as required.

## **OPERATION OF THE COMMITTEE**

The Committee is chaired by a Director of RISS Limited. The REAC shall meet formally a minimum twice per year. Other meetings will be conducted throughout the year as the need arises.

Expert representatives will be provided with information by RISS which enables members to make informed comment on RISS policy, resource allocation and program performance

RISS will provide secretariat support to the REAC and its Chairman.

The Agenda, draft minutes of previous meetings and agenda papers will be circulated a week in advance of REAC meetings.

The REAC will report directly to the RISS Board through the Director nominated by the Board as responsible for the REAC. In June each year it will provide a formal report on its activities and key issues to the RISS Board.

## **TERMS OF REFERENCE**

The terms of reference of the REAC shall be as follows:

- To consider the eligibility and suitability of various applications and make recommendations to the RISS Board as to funding
- To advise the RISS Board on any matters referred for advice from time to time

As a Committee of the Board, the REAC will review its performance and Terms of Reference annually and report to the RISS Board.