**RESEARCH & DEVELOPMENT**

**EXPRESSIONS OF INTEREST**

***Feedlot Program R&D Panel – Lot feeder and Independent Agriculture R&D Expert Open Call***

**Summary:**

Meat & Livestock Australia (MLA) is seeking expressions of interest from commercial beef lot feeders (from NFAS accredited feedlots) and independent agriculture R&D experts to join the **MLA Feedlot Program R&D Panel.**

**Background:**

The purpose of the MLA Feedlot Program R&D Panel is to review MLA tenders across the levy and MLA Donor company funding streams to:

1. ensure they align with the tender specification endorsed by ALFA R&D committee and MLA;
2. provide written feedback relative to tender selection criteria to all applicants via the MLA tender process;
3. make a recommendation for submission to the MLA Governance process for approval and contracting process.

**Feedlot Program R&D Panel Composition**

The Feedlot Program R&D panel will consist of the following membership:

* 1 lot feeder from industry nominated by open Call + alternate
* 1 independent Agriculture R&D expert + alternate
* 1 lot feeder nominated by ALFA Council + alternate
* MLA Feedlot Program manager + alternate (MLA Group manager)
* MLA Feedlot project manager (secretariat)

Alternates will be engaged in the event a member declares a conflict of interest.

**Panel Roles and Responsibilities**

The role of the Panel is to provide advice and make recommendations to MLA on:

* tender selection decisions for the MLA Feedlot program levy and donor company funding streams.
* other issues relating to MLA applications for Feedlot Program R&D as the Panel considers appropriate.

The chair will be rotate between each meeting between the 3 non-MLA members.

The role of the chair is to:

1. Ensure objectives of the panel are achieved in accordance with the Feedlot Program R&D panel terms of reference.
2. Ensure conflicts of interest declared and documented and managed by the committee
3. Receive oral and written feedback from panel members

The role of MLA is to:

1. Set the Agenda and location for the meeting;
2. Provide a panel secretariat for recording meeting minutes and actions;
3. Provide input into the technical assessment of applications
4. Provide written feedback to tender applicants;
5. Submit lead tender candidates to the MLA Governance process for approval and contracting process

**Sitting Term**

The Sitting period of 2 years with an optional third year (excludes MLA employees).

**Time Commitment**

The Panel will meet at least 4 times each year and more frequently as required. This will consist of 8 hours for preparation and 4 hours for each meeting (via Microsoft Teams).

**Confidentiality & Appointment Letters**

By submitting an expression of interest, the applicant will disclose information to MLA’s employees and the Australian Lot Feeders’ Association for the purpose of applicant selection. Applicants must identify any information that they consider should be protected as confidential information and provide reasons for this.

Successful applicants will be required to sign an appointment letter, that has provisions on confidentiality, IP ownership and sitting fees which will be made available to applicants for review after the interview.

**Conflicts of Interest**

Applicants with any potential conflicts of interest with Meat & Livestock Australia, or the Australian Lot Feeders’ Association, should thoroughly outline these in SECTION 1 – CORPORATE GOVERNANCE DISCLOSURES ANNEXURE of the tender application including how they propose to manage them, if applicable.

**Selection criteria:**

Expression of Interest applications will be reviewed by Meat & Livestock Australia Group Manager & ALFA R&D Chair. Shortlisting for interview and selection will be based on assessment against the following criteria. Feedback relative to selection criteria will be given to all applicants.

|  |
| --- |
| Selection Criteria |
| Interest and reasoning for applying for the Feedlot Program R&D panel |
| Knowledge of what makes up a successful Feedlot R&D project |
| Assessment of Resume or Curriculum Vitae of the applicant |
| Reference checks from 3 sources |

**Required Documentation**

1. Fill out and submit the application form below.
2. Include your Resume or Curriculum Vitae for assessment
3. Ensure any conflicts of interest have been nominated (SECTION 1)
4. Ensure you include contact details for 3 Referees (SECTION 2)

**Application Submissions**

Applications using the form below must be lodged electronically to: [tenders@mla.com.au](mailto:tenders@mla.com.au)

Applications must be received by 5PM AEST on 30 November 2023.

Strict adherence to the time deadline for applications will occur. Incomplete applications without the required documentation will not be assessed.

**Further information:**

feedlot@mla.com.au

Research & Development

Meat & Livestock Australia

**FEEDLOT PROGRAM R&D PANEL APPLICATION**

**Please register which member of the Feedlot R&D panel you are applying for:**

Lot Feeder Repesentative

Independent Agriculture R&D Expert

**Business Name**

|  |  |
| --- | --- |
| **Name**  **ABN**  **Street Address**  **Postal Address** |  |

**Name of Applicant**

|  |  |
| --- | --- |
| **Name**  **Mailing Address**  **Phone Number**  **Email Address** |  |

**Interest and reasoning for applying for the Feedlot Program R&D panel**

*In less than 1 page explain your interest and reasoning for applying for the Feedlot Program R&D Panel.*

**Knowledge of what makes a successful Feedlot R&D Project**

*In less than 1 page outline what makes a successful Feedlot R&D Project from your perspective.*

**SECTION 1 – CORPORATE GOVERNANCE DISCLOSURES ANNEXURE**

* + 1. **Conflicts of interest**

| **Name of individual with conflict** | **Date interest declared** | **Expected time frame of the conflict** | **Nature and extent of the actual, potential or perceived conflict** | **Plan to manage and mitigate the conflict of interest of the party** | **MLA approval** |
| --- | --- | --- | --- | --- | --- |
|  | Click or tap to enter a date. |  |  |  | Click or tap to enter a date. |
|  | Click or tap to enter a date. |  |  |  | Click or tap to enter a date. |
|  | Click or tap to enter a date. |  |  |  | Click or tap to enter a date. |
|  | Click or tap to enter a date. |  |  |  | Click or tap to enter a date. |

* + 1. **Gifts or hospitality**

| **Gift or hospitality** | **Estimated value** |
| --- | --- |
| [insert details of gift or hospitality provided to MLA] | [provide an estimate of the value of the gift or hospitality] |
|  |  |
|  |  |
|  |  |

* + 1. **Anti-bribery and corruption**

| **Incident** | **Action taken** | **Date** |
| --- | --- | --- |
| [insert details of bribery or corruption] | [insert details taken by the tenderer or any regulator to address the bribery or corruption] | [insert the date, or date range, of the bribery or corruption] |
|  |  |  |
|  |  |  |
|  |  |  |

**SECTION 2 – REFERENCES**

The applicant must provide details (including the relevant contact) for 3 references.

Organisation name: [insert]

Telephone number: [insert]

Contact name: [insert]

Goods or services provided: [insert]

Completion date of agreement: [insert]

Organisation name: [insert]

Telephone number: [insert]

Contact name: [insert]

Goods or services provided: [insert]

Completion date of agreement: [insert]

Organisation name: [insert]

Telephone number: [insert]

Contact name: [insert]

Goods or services provided: [insert]

Completion date of agreement: [insert]