



Traumatic Brain Injury Research Mission Expert Advisory Panel

Terms of reference

Preamble

The [Traumatic Brain Injury Research Mission](#) (the Mission) is an initiative of the Medical Research Future Fund (MRFF) and is providing \$50 million over 10 years to improve patient recovery after brain injury. It will support projects that predict recovery outcomes, or identify the most effective care and treatments. This will be the Mission's second advisory group.

A review of the TBI Mission's Roadmap and Implementation Plan is being undertaken to ensure the Mission accounts for emerging evidence and is consistent with the Government's responses to the [Senate Inquiry into concussions and repeated head trauma in contact sport](#) and the [Inquiry into family, domestic and sexual violence](#). A review will also allow consideration of recent policy frameworks such as the National Plan to end Violence against Women and Children 2022-2032, and relevant action plans such as the Aboriginal and Torres Strait Islander Action Plan 2023–2025.

Purpose of the Expert Advisory Panel (EAP)

The EAP will provide the Minister for Health and Aged Care advice on the strategic priorities for research investment through this Mission.

The role of the EAP is to define evidence and knowledge gaps that should be addressed through Mission research funding to assist in transforming health care and health outcomes for individuals and communities. The EAP is to account for emerging evidence and policy priorities that have emerged since the development of the first Roadmap and Implementation Plan.

Key deliverables

The EAP will provide advice on priorities for research investment through the Mission by revising the existing Roadmap and Implementation Plan.

Roadmap

The existing Roadmap is to be revised to be a high level strategic document for the Mission that includes:

- the aim, vision, goals, challenges, and funding principles for the Mission
- the overarching priorities for investment and approach to implementation.

Implementation Plan

This document will support the Roadmap by advising on the:

- priorities for investment in the short, medium and long term (including building on what has already been funded through the Mission)
- opportunities to use additional investment and other research to support the priority areas
- activities required to support the research and facilitate long term implementation
- evaluation approach and measures.

Consultation

An international review and a national public consultation of the draft Roadmap and Implementation Plan will be conducted prior to the finalisation of these documents.

Membership

The EAP will consist of up to twelve (12) members including the Chair and an international member.

The international member will be a research expert who understands the Australian system and relevant activities occurring internationally.

At least one member will be a traumatic brain injury consumer representative.

All other members will have traumatic brain injury expertise.

An AMRAB representative will be selected to attend EAP meetings to support the strategic alignment of Mission priorities with the MRFF and collaboration across the eight MRFF Missions

Term

Members will be appointed for the period it takes to finalise development of a roadmap and implementation plan, including a review by an international panel of experts and a national public consultation (no more than 12 months).

Member applications for MRFF funding

Members will be ineligible to apply for funding from the Mission's grant opportunities that open during the term of the EAP and for one (1) year following the cessation of the EAP. Members will be able to apply for MRFF grant opportunities outside of the Mission during this time.

Logistical Arrangements

- EAP meetings will be held on an as required basis and at the discretion of the Chair.
 - It is expected that 4-6 meetings will be required to revise the Roadmap and Implementation Plan.
 - Following international review and national public consultation of the Roadmap and Implementation Plan, the EAP will meet to finalise the documents.
- If a member is unable to attend, proxies will not be permitted.
- If required, arrangements will be made to seek agreement to items utilising out-of-sessions arrangements.
- Papers for meetings will be provided to EAP members at least one week prior to the scheduled meeting.
- The Australian Government Department of Health and Aged Care will be the Secretariat for the EAP. For non-urgent inquiries the following email address can be utilised:
MRFF@health.gov.au.

Quorum

- Five (5) members of the EAP are required to be in attendance at any meeting for a quorum to be achieved.
- If the Chair is unavailable to attend a scheduled meeting, the AMRAB member, or an identified deputy chair will assume this role.

Declarations of Interest

Members must abide by the [MRFF Declaration of Interest Policy Statement](#). The Statement, and supporting documents, enables members to be aware of their obligation to disclose any relevant interests that they may have, and to ensure that they effectively and consistently manage any conflicts of interest. All interests will be published on the MRFF website.

Remuneration

Remuneration is provided for EAP members, with details outlined in the Member's Instrument of Appointment.

Implementation

The EAP will provide the Roadmap and Implementation Plan to the Minister for approval.

The Health and Medical Research Office will use the Roadmap and Implementation Plan to design grant opportunities that address the priorities for investment.

- Grant opportunity guidelines will be published on GrantConnect (www.grants.gov.au).
- Grant administration services will be managed by the National Health and Medical Research Council and the Business Grants Hub.

Applications received under each grant opportunity will be evaluated competitively through Grant Assessment Committees comprising Australian and international assessors with relevant expertise and experience.

Following recommendations from the Grant Assessment Committees, the Government will announce the successful recipients.

