

ENTREPRENEURS' PROGRAMME COMMITTEE (EPC) MEETING

Department of Industry, Innovation and Science

Industry House, Canberra

Thursday 31 October 2019

MINUTES

MEMBERS ATTENDING

s22

MEMBERS APOLOGIES

s22

DEPARTMENTAL STAFF ATTENDING

Ms Emma Greenwood

General Manager, AusIndustry - Support for Business

Ms Veronica Heard

A/g General Manager, AusIndustry – Industry Capability and Research
Manager, Science and Commercialisation Policy

s22

Program Manager, Accelerating Commercialisation (AC)

Program Manager, Innovation Connections (IC) and Incubator Support
initiative (ISI)

Assistant Manager, Commercialisation

Assistant Manager, Innovation

A/g Assistant Manager, Commercialisation

Project Officer, Innovation

Policy Officer, Science and Commercialisation Policy

SECRETARIAT REPRESENTATIVES

s22

EP Committee Manager, AusIndustry Innovation Support

COMMERCIALISATION ADVISERS (*part attendance*)

s22

Director, AC – Entrepreneurs' Programme (all items except 7.2.1)

NSW/ACT Commercialisation Adviser

NSW/ACT Commercialisation Adviser

NSW/ACT Commercialisation Adviser

NSW/ACT Commercialisation Adviser

NSW/ACT Commercialisation Adviser

VIC/TAS Commercialisation Adviser

VIC/TAS Commercialisation Adviser

VIC/TAS Commercialisation Adviser

VIC/TAS Commercialisation Adviser

WA Commercialisation Adviser

REGIONAL INCUBATOR FACILITATORS (RIF) (*part attendance*)

s22

NSW, ACT, QLD, NT

1. OPENING AND WELCOME

1.1 Opening and Welcome

The Chair opened the meeting at 9.00am, welcoming Members and attendees.

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ENTREPRENEURS' PROGRAMME COMMITTEE

ORDER OF PROCEEDINGS & PROPOSED TIMINGS

Ground Floor, G.021, Industry House, 10 Binara Street, Canberra City

Thursday 31 October 2019

9.00am – 4.00pm AEST

Proposed Time	Item	Description	Presenter
		Arrival – Tea, and Coffee available	
9.00am	1	Opening and Welcome	
	1.1	Chair's Opening Remarks	Chair
	2	Disclosures of Interest	
	2.1	AC DOIs Declared by Members prior to paper distribution	Chair
	2.2	ISI DOIs Declared by Members prior to paper distribution	Chair
	2.3	AC DOIs Declared by Advisers prior to paper distribution	Chair
	2.4	AC & ISI DOIs Declared by AC Director prior to paper distribution	Chair
	3	Minutes from EPC Meeting – 20 September 2019 Actions Arising/Outstanding	Chair
	3.1	Minutes from EPC Meeting – 20 September 2019	Chair
	4	Programme Reports	
	4.1	Entrepreneurs' Programme Delegate Report	Emma Greenwood
	4.2	AC Stats Paper *	
	4.3	ISI Stats Paper *	
	5	Other Business/Feedback	
	5.1	Comments/feedback	Chair
	5.2	Feedback to Innovation Science Australia Board	Chair
9.45am	6	Incubator Support Initiative Programme Applications	
	6.1	Region Incubator Support Initiative Applications	

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ENTREPRENEURS' PROGRAMME COMMITTEE (EPC) MEETING

Department of Industry, Innovation and Science
Darling Park Tower 3, Level 18, 201 Sussex Street, Sydney
Wednesday 11 December 2019

MINUTES

MEMBERS ATTENDING

s22

MEMBERS APOLOGIES

N/A

DEPARTMENTAL STAFF ATTENDING

s22

Manager, Science and Commercialisation Policy
Program Manager, Accelerating Commercialisation (AC)
Program Manager, Innovation Connections (IC) and Incubator Support
Initiative (ISI)
Assistant Manager, Commercialisation

SECRETARIAT REPRESENTATIVES

s22

EP Committee Manager, AusIndustry Innovation Support

COMMERCIALISATION ADVISERS (*part attendance*)

s22

Director, AC – Entrepreneurs' Programme
NSW/ACT Commercialisation Adviser
NSW/ACT Commercialisation Adviser
NSW/ACT Commercialisation Adviser
NSW/ACT Commercialisation Adviser
NSW/ACT Commercialisation Adviser
NSW/ACT Commercialisation Adviser
NSW/ACT Commercialisation Adviser
QLD Commercialisation Adviser
QLD Commercialisation Adviser
SA/WA Commercialisation Adviser
SA/WA Commercialisation Adviser
VIC/TAS Commercialisation Adviser
VIC/TAS Commercialisation Adviser
VIC/TAS Commercialisation Adviser
VIC/TAS Commercialisation Adviser (videoconference)

REGIONAL INCUBATOR FACILITATORS (RIF) (*part attendance*)

s22

NSW, ACT, QLD, NT
SA, VIC, WA TAS

1. OPENING AND WELCOME

1.1 Opening and Welcome

The Chair opened the meeting at 8.45am, welcoming Members and attendees.

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ENTREPRENEURS' PROGRAMME COMMITTEE**ORDER OF PROCEEDINGS & PROPOSED TIMINGS**

Darling Park Tower 3, Level 18, 201 Sussex Street, Sydney

Wednesday 11 December 2019**8.30am – 4.00pm AEST**

Proposed Time	Item	Description	Presenter
8.30am		Access is available from 8.30am Arrival – Tea, and Coffee available	
8.45am	1	Opening and Welcome	
	1.1	Chair's Opening Remarks	Chair
	2	Disclosures of Interest	
	2.1	AC DOIs Declared by Members prior to paper distribution	Chair
	2.2	ISI DOIs Declared by Members prior to paper distribution	Chair
	2.3	AC DOIs Declared by Advisers prior to paper distribution	Chair
	2.4	AC & ISI DOIs Declared by AC Director prior to paper distribution	Chair
	2.5	ISI DOIs Declared by RIFs prior to paper distribution	Chair
	3	Minutes from EPC Meeting – 31 October 2019	Chair
	3.1	Minutes from EPC Meeting – 31 October 2019	Chair
	4	Programme Reports	
	4.1	Entrepreneurs' Programme Delegate Report	Emma Greenwood
	4.2	AC Statistics Paper *	
	4.3	ISI Statistics Paper *	
	5	Other Business/Feedback	
	5.1	Comments/feedback	Chair
	5.2	Feedback from Innovation and Science Australia Board	Chair
	5.3	Feedback to Innovation Science Australia Board	Chair
9.15am	6	Incubator Support Initiative Programme Applications	
		Region Incubator Support Initiative Not Supported Applications	

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ENTREPRENEURS' PROGRAMME COMMITTEE (EPC) MEETING

Department of Industry, Science, Energy and Resources

Industry House, Canberra

Thursday 20 February 2020

MINUTES

MEMBERS ATTENDING

s22

MEMBERS APOLOGIES

N/A

DEPARTMENTAL STAFF ATTENDING

Ms Emma Greenwood	General Manager, AusIndustry – Support Business
Mr David Wilson	General Manager, Science and Commercialisation Policy
s22	A/g Manager, Science and Commercialisation Policy
	Manager, Commercialisation (all items except 7.3.4)
	Manager, Innovation Connections (IC) and Incubator Support Initiative (ISI)
	Assistant Manager, Commercialisation
	Assistant Manager, Innovation
	A/g Assistant Manager, Commercialisation
	Project Officer, Innovation
	Policy Officer, Science and Commercialisation Policy

SECRETARIAT REPRESENTATIVE

s?? EP Committee Manager, AusIndustry Innovation Support

COMMERCIALISATION ADVISERS (*part attendance*)

s22	NSW/ACT Commercialisation Adviser
	NSW/ACT Commercialisation Adviser
	NSW/ACT Commercialisation Adviser
	NSW/ACT Commercialisation Adviser
	NSW/ACT Commercialisation Adviser
	NSW/ACT Commercialisation Adviser
	QLD Commercialisation Adviser
	QLD Commercialisation Adviser
	SA/WA Commercialisation Adviser
	SA/WA Commercialisation Adviser
	SA/WA Commercialisation Adviser
	SA/WA Commercialisation Adviser
	VIC/TAS Commercialisation Adviser
	VIC/TAS Commercialisation Adviser
	VIC/TAS Commercialisation Adviser
	VIC/TAS Commercialisation Adviser

Mr Stephen Goodall

VIC/TAS Commercialisation Adviser

REGIONAL INCUBATOR FACILITATORS (RIF) (*part attendance*)

s22

NSW, ACT, QLD, NT
SA, VIC, WA TAS

Guest (*part attendance*)

s22

Program Manager (BRIL, NIG, BFF)
Assistant Manager Communications, AusIndustry

1. OPENING AND WELCOME

1.1 Opening and Welcome

The Chair opened the meeting at 8.00am, welcoming Members and attendees.

pages 2 to 8 removed in full, exempt under Section 47(1)(b)

ENTREPRENEURS' PROGRAMME COMMITTEE
ORDER OF PROCEEDINGS & PROPOSED TIMINGS

Ground Floor G.021, Industry House, 10 Binara Street, Canberra City

Wednesday 21 February 2018
9.00am – 4.30pm AEST

Proposed Time	Item	Description	Presenter
		Arrival – Tea, Coffee	
9.00am	1	Opening and Welcome	
	1.1	Chair's Opening Remarks	Chair
	2	Disclosures of Interest	
	2.1	AC DOIs Declared by Members prior to paper distribution	Chair
	2.2	ISI DOIs Declared by Members prior to paper distribution	Chair
	2.3	AC DOIs Declared by Advisers post paper distribution	Chair
	2.4	AC & ISI DOIs Declared by CA Director prior to paper distribution	Chair
	2.5	DOIs Declared by Members post paper distribution	Chair
	3	Minutes from EPC Meeting – 6 December 2017 Actions Arising/Outstanding	Chair
	3.1	Minutes from EPC Meeting – 6 December 2017	Chair
	3.2	Actions Arising and outstanding	Chair
	4	Programme Reports	
	4.1	Entrepreneurs' Programme Delegate Report	Claire Forsyth
	4.2	EPC AC Update ★	Claire Forsyth
	4.3	Policy Update - verbal	David Wilson / s22
	5	Other Business/Feedback	
	5.1	Comments/feedback	Chair
	5.2	Feedback to Innovation and Science Australia Board	Chair
	5.3	Feedback from Innovation Science Australia Board	Chair
9.30am	6	Incubator Support Initiative Applications	
	6.1	VIC Region Incubator Support Initiative Applications	

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Entrepreneurs Programme Committee Meeting Dates October 2019 until March 2020

2019

31 October 2019

11 December 2019

2020

20 February 2020