

CORNER INLET FISHERY MANAGEMENT PLAN STEERING COMMITTEE

Terms of Reference

1. PRINCIPLES

The key principles to be observed are:

- i. The Corner Inlet Fishery Management Plan Steering Committee (the Steering Committee) is an advisory group;
- ii. The Steering Committee will provide recommendations to the Chief Executive Officer, Victorian Fisheries Authority (VFA CEO); and
- iii. The Steering Committee will provide expert advice that best pursues the Victorian Fisheries Authority's legislative objectives and is consistent with the 'Guiding Principles for developing the plan' (Attachment A).

2. FUNCTIONAL GUIDELINES

2.1. ROLE

The role of the Steering Committee is to provide advice to the VFA CEO, as delegate of the Minister for Fishing and Boating, in relation to the development of a *Corner Inlet Fishery Management Plan* (CIFMP) and to ensure that the CIFMP conforms to requirements of the *Fisheries Act 1995* and Guiding Principles for developing the plan.

The Steering Committee will:

- i. Identify issues impacting the performance of the fishery including biological, social, economic and wider ecological factors, and provide advice on how to address these;
- ii. Recommend CIFMP objectives and strategies, including actions to achieve those objectives;
- iii. Recommend whether regulatory changes and/or development of a harvest strategy consistent with the *National Guidelines to Develop Fishery Harvest Strategies* may be appropriate for the Corner Inlet fishery;
- iv. Provide advice to the VFA CEO on issues raised during the preparation of the FMP;
- v. Consider responses from the public consultation process on the draft CIFMP and provide advice to the VFA CEO; and
- vi. Provide advice to the VFA CEO in regard to the final CIFMP for declaration by the Minister.

The Victorian Fisheries Authority will:

- i. Lead and manage the process for preparation of the CIFMP;
- ii. Prepare the draft CIFMP in consultation with the Steering Committee;
- iii. Collate submissions from public consultation processes and prepare a draft response for the Steering Committee's consideration; and
- iv. Consider the advice provided by the Steering Committee and prepare the final CIFMP for consideration and declaration by the Minister.

2.2. MEMBERSHIP

The Steering Committee will be chaired by the VFA and includes the following representation:

- Chairperson - Dallas D'Silva (VFA)
- Seafood Industry Victoria - Joanne Butterworth-Grey
With Johnathon Davey as an alternate or observer/adviser.
- Corner Inlet Fishery Access Licence holder – Neville Clarke (Port Franklin)
- Corner Inlet Fishery Access Licence holder – Scott Garland (Port Albert)
- Corner Inlet Fishery Access Licence holder – Luke Anedda (Port Welshpool)
- FutureFish Foundation - David Kramer
- VRFish - Michael Burgess
- Recreational fisher (TBC) Note: this has been identified as a female position
- Gunaikurnai Land and Waters Aboriginal Corporation – Daniel Miller or alternate representative
- Victorian Fisheries Authority – Joel Sedgewick or alternate staff member

The VFA will provide administrative support to the meetings via an executive officer.

2.3 OBSERVERS

Observers will be permitted subject to approval from the Chair. Requests for observers to attend must be made via the executive officer to the Chair at least one week prior to meeting dates.

Conservation/environment focussed stakeholders will be invited to participate in select meetings of the Steering Committee as determined by the Chair.

3. OPERATIONAL GUIDELINES

3.1 ROLE OF THE CHAIR

The Chair will:

- In combination with the Executive Officer, provide relevant documentation prior to a meeting and disseminate records of discussions (as detailed below) after a meeting;
- Promote constructive discussions and facilitate consensus where possible;
- Ensure all members have the opportunity to voice their views at meetings;
- Ensure that a 'Key Issues and Actions' summary of the meeting is prepared; and
- Communicate meeting outcomes, recommendations and other relevant information to the VFA CEO by way of the 'Chair's Summary' produced within seven to fourteen days following each meeting.

3.2 ADMINISTRATIVE SUPPORT

Administrative support to the Chair will be provided by the Victorian Fisheries Authority, predominantly by the Executive Officer. The draft Key Issues and Actions summary from each meeting will be distributed to Steering Committee members between seven and fourteen days following a meeting and will be considered and adopted at the next committee meeting. A Chair's Summary will be distributed to the Steering Committee within seven to fourteen days following a meeting.

3.3 CONFLICT OF INTEREST

All Steering Committee members and observers must declare any interests, including non-pecuniary interests, in matters being considered. If there is any doubt as to the relevance of an interest, a member/observer must declare it so that potential conflicts can be considered.

These interests include, but are not limited to:

- a financial or economic interest such as the ownership or control of concessions, businesses or assets related to the fishery;
- any employment by a business or organisation relevant to the fishery;
- any membership of a group or organisation relevant to the fishery
- projects or campaigns that the member or the member's organisation/group has or has planned that are relevant to the fishery; and
- a family member or close associate having such an interest.

Steering Committee members must declare all conflicts of interest prior to the commencement of the first meeting. Any further conflicts of interest that may arise must be declared at the commencement of any further meetings.

3.4 CONFIDENTIALITY

Committee members must not distribute any information and documents that are marked as confidential.

Committee members can distribute information and documentation that is not marked as confidential subject to the following conditions:

- individual Steering Committee members will be responsible for distributing this information and documentation; and
- feedback or issues must be directed through the relevant steering committee member and not to other parties or media, including statements to the press.

The Chair's Summary may be distributed by Steering Committee members.

3.5 PROCESS FOR RESOLVING ISSUES

Where consensus on advice to be provided to the VFA is not reached at the Steering Committee on significant issues, the Chair will forward summaries of alternate views on the issue(s) concerned, along with any supporting documentation, to the VFA CEO for direction or decision. Voting will not be used as a means of making decisions on the nature of advice to be provided by the Committee to the VFA CEO. The VFA will consider advice from the Steering Committee and the direction of the VFA CEO when drafting the management plan.

3.6 EXTERNAL EXPERT ADVICE

External expert advice may be required where expertise on a particular issue is unavailable through the Steering Committee. Where the members of the Steering Committee considers that external expert advice is required to assist in the preparation of the plan, the members of the Steering Committee will prepare a brief outlining specific questions on which advice is to be sought.

Where payment is required in exchange for the external expert advice, the Steering Committee will provide a brief outlining specific questions and a recommendation requesting the purchase of the advice to the VFA CEO for consideration.

3.7 TIME COMMITMENTS

- Attend meetings as directed by the Chair
(note: it is anticipated the Steering Committee will meet approximately 4-5 occasions over a 10 month period, however a different schedule may be required)
- Review draft plans and other documents out of session.

3.8 REMUNERATION

Where Steering Committee meetings are conducted in-person, the Victorian Fisheries Authority will pay intra-state travel costs where deemed appropriate to members that are not paid members of an organisation.

Guiding Principles for developing the Plan

1. The VFA is responsible for the preparing the *Corner Inlet Fishery Management Plan (CIFMP)*. The CIFMP will be consistent with **Fisheries Act 1995 (the Act)**, including the consultation principles in section 3A.
2. The CIFMP will seek to improve management of commercial fishing in the Corner Inlet fishery based on key objectives, ensuring a responsible biological harvest and aim to minimise ecological impacts.
3. The CIFMP will set out strategies and management arrangements to most appropriately achieve the objectives (including consideration of a harvest strategy and/or regulatory changes). It will also set out an implementation plan and an evaluation and review process.
4. The CIMFP will recognise the ongoing economic and social importance of the Corner Inlet fishery while also having regard to recreational, traditional and non-consumptive uses.
5. The working groups will provide advice to the VFA in preparing the CIFMP.
6. The CIFMP will take into account consistency with the existing fisheries regulations and legislation and relevant policies.
7. The CIFMP will take into account the Australian Government's Guidelines for Ecologically Sustainable Management of Fisheries.
8. The CIFMP will remain in place until either a new plan is declared or it is cancelled in accordance with the requirements of the Act.