

# Shire of Cocos (Keeling) Islands

## Fisheries Management Committee (FMC) – Terms of Reference

### 1. Establishment

The Fisheries Management Committee (FMC) is established as a Committee of Council under the Local Government Act 1995 (WA) (as applied), to provide strategic advice and oversight in relation to fisheries management within the Cocos (Keeling) Islands.

### 2. Purpose

The purpose of the FMC is to:

- Provide advice to Council on the sustainable management of marine and coastal fisheries;
- Support the integration of scientific research, traditional knowledge and community perspectives into fisheries decision-making;
- Ensure appropriate governance, continuity and accountability in the absence of a standalone community-based fisheries body;
- Promote environmentally responsible and culturally appropriate fishing practices.

### 3. Objectives

The FMC will:

- Promote ecologically sustainable development of fisheries resources;
- Support the long-term monitoring and protection of fish stocks;
- Encourage community participation and stewardship;
- Provide input into policy, planning and regulatory frameworks;
- Strengthen coordination between the Shire, Commonwealth agencies, researchers and stakeholders.

### 4. Functions

The FMC will:

- Review and provide advice on:
  - Fisheries management plans and policies;
  - Research proposals and monitoring programmes;
  - Community initiatives (e.g. fishing competitions, education programmes);
- Monitor and provide advice on:

- Fish stock sustainability and emerging risks;
- Compliance with relevant legislation and guidelines;

Facilitate:

- Engagement between Council, community, and scientific stakeholders;
- Provide recommendations to Council on:
  - Funding priorities for fisheries-related programmes;
  - Appropriate management responses to identified issues;
  - Support development of:
    - Local guidelines for low-impact and traditional fishing practices.

## **5. Role and Authority**

- The FMC is advisory only and does not have delegated decision-making authority.
- All recommendations are to be referred to Council for consideration and resolution.
- The Committee may request information from the Administration to support its functions.

## **6. Membership**

### **6.1 Composition**

The FMC will comprise:

- Four (4) elected members of Council;
- Three (3) community representatives, including individuals with local fishing knowledge and/or representation of community or cultural groups;
- The Chief Executive Officer and the Manager Governance as ex officio (non-voting) members.

### **6.2 Appointment**

- Elected members will be appointed by Council.
- Community representatives will be appointed by Council following an expression of interest process.

### **6.3 Presiding Member**

- The Presiding Member will be an elected member appointed by Council.
- A Deputy Chairperson may be appointed by the Committee.

## **7. Meetings**

- Meetings will be held quarterly, or more frequently as required.
- Meetings are to be conducted in accordance with:
  - Local Government Act 1995 requirements;
  - Applicable meeting procedures and transparency provisions.

- Agendas and minutes will be recorded and reported to Council.

## **8. Quorum**

A quorum shall consist of:

- A minimum of three (3) elected members; and
- At least 50% of the total voting members present.

## **9. Reporting**

- The FMC will report to Council via:
  - Meeting minutes; and/or
  - Formal recommendations.
- An annual report is not mandatory; however, the Committee may, at the direction of Council or where considered appropriate, provide a summary report outlining:
  - Key activities;
  - Fisheries trends and issues;
  - Recommendations for future action.

## **10. Secretariat**

Administrative support will be provided by the Shire.

Responsibilities include:

- Preparing agendas and minutes;
- Coordinating meetings;
- Managing correspondence.

## **11. Guiding Principles**

The FMC will operate in accordance with the following principles:

- Sustainability: Protection of marine ecosystems and fish stocks;
- Evidence-based decision-making: Reliance on scientific and local knowledge;
- Community engagement: Inclusive and transparent processes;
- Cultural respect: Recognition of local customs and practices;
- Collaboration: Partnership with government agencies and stakeholders;
- Good governance and conduct: All members are to comply with the Shire's adopted Shire of Cocos (Keeling) Islands Elected Members, Committee Members and Candidates Code of Conduct, including requirements relating to behaviour, conflicts of interest, and confidentiality.

## **12. Review**

These Terms of Reference will be reviewed every two (2) years, or as required by Council.