

SCIENCE ADVISORY COMMITTEE TERMS OF REFERENCE

FINAL Version
Updates:

30 April 2012
15 June 2012
29 July 2013
22 Aug 2013
20 Sep 2013



Marine Planning Partnership for the North Pacific Coast

SCIENCE ADVISORY COMMITTEE TERMS OF REFERENCE

CONTEXT

The provincial and First Nations governments are jointly preparing a marine plan for the North Pacific Coast. This work is being done pursuant to a November 2011 Letter of Intent among the Nanwakolas Council, Coastal First Nations-Great Bear Initiative, the North Coast-Skeena First Nations' Stewardship Society, and the British Columbia provincial government (represented by the Ministry of Forests, Lands and Natural Resource Operations). The Letter of Intent, related funding agreements and work plans constitute the Marine Planning Partnership for the North Pacific Coast (MaPP). MaPP provides for collaborative development of four sub-regional marine plans and a regional planning document using an ecosystem-based management approach. MaPP may also serve to inform the other coastal and marine planning and management process currently underway within the MaPP planning area (Appendix 1).

Plan preparation commences in March 2012, and will be completed by November of 2013 for final review and approval in December 2013. Preparation of four sub-regional marine plans and a regional framework document is being led by four joint provincial government - First Nation Technical Teams.

Due to the complexities of creating an ecosystem-based management framework and developing integrated marine spatial plans in the north coast, the MaPP will enhance a rigorous science-based approach through engagement with expert local and regional scientists and creation of a Science Advisory Committee, or SAC, as well as a science and technical experts Pool (see Appendix 2).

MEMBERSHIP

The SAC will be supported by the MaPP Science Coordinator who will also serve as chair to the SAC. SAC members will be appointed by the MaPP Marine Coordination Team and Science Coordinator on the basis of the selection process approved by the MaPP Working Group Committee. The SAC will include up to ten scientists knowledgeable in marine ecology, ecosystem services, fisheries science, spatial analysis, marine spatial planning, ecosystem-based management, economics, traditional ecological & local knowledge, and social sciences, with particular familiarity of British Columbia's marine environment and the coastal communities of the North Pacific Coast. Members will be recognised for their expertise in one or more of the fields of study listed above and have past experience in similar groups, providing advice and demonstrating their ability to use science to advise a planning process. Members will also be willing and available to participate through the process and attend in-person meetings, approximately two per six-month period, until June 2014.

Under most circumstances, SAC members cannot simultaneously be contractors to MaPP. Where it is necessary to contract work, approval is required by the MaPP Marine Coordination Team.



TERM

Each member is asked to serve through June 2014. To end her/his membership prior to this date, the SAC member must provide notice in writing to the Marine Coordination Team. In the event that a SAC member fails to fulfill her/his responsibilities, the Marine Coordination Team may revoke her/his membership.

COMMITTEE ROLES AND RESPONSIBILITIES

The role of the Science Advisory Committee (SAC) is to provide the scientific and/or technical knowledge and judgement necessary to assist MaPP with meeting its objectives by June 2014. The SAC will refrain from making policy judgements and where available science presents options or uncertainty, the SAC shall refer policy questions to the Marine Coordination Team. The role of the SAC does not include provision of advice on process design or public communications unless specifically requested by the Marine Coordination Team. The SAC will be coordinated and tasked by the MaPP Science Coordinator.

Upon request, the SAC will:

- 1 provide scientific expertise to answer scientific questions raised by the Marine Coordination Team, Sub-regional Technical Teams and/or Science Coordinator
- 2 provide scientific review to background research brought forward by the Marine Coordination Team, Sub-regional Technical Teams and/or Science Coordinator, identifying external independent reviewers where SAC expertise is limited;
- 3 identify important baseline information, including scientific, traditional, and local knowledge, and existing data to inform MaPP's outputs;
- 4 identify particular analyses and tools that will enhance MaPP. For example: scenario analyses, compatibility matrices, capability & suitability mapping, multiple accounts / cost-benefit analyses;
- 5 assist in the review of core indicators that would be established, measured and reported on to inform: (1) the progress of plan implementation and (2) the state of the ocean environment, including both natural and human dimensions;
- 6 review draft MaPP regional and sub-regional planning documents and identify scientific concerns or issues associated with these documents including including objectives, strategies, best practices, implementation measures, and spatial designations; and,
- 7 identify 'big picture' or contextual questions, particularly from an ecosystem-based management perspective, that would improve the understanding of the natural systems and/or human uses/influences and be directly applicable to future versions of the marine plans; and help formulate a long term strategy for addressing these gaps.



SAC INDIVIDUAL MEMBER RESPONSIBILITIES

SAC members are expected to be responsive to requests and attend any scheduled meetings, although not all members are necessarily expected to attend all meetings depending on topic to be discussed. In addition, SAC members are expected to review MaPP products by electronic mail. Specifically, upon request, members are asked to:

- a) Provide expertise and judgement related to their research and/or professional experience;
- b) Consider all relevant published studies and supporting data and documentation in providing scientific and professional advice;
- c) Identify any conflict-of-interest;
- d) Make their best efforts to attend meetings of the SAC as scheduled in Appendix 3;
- e) Advise the SAC chair in advance if unable to attend a scheduled meeting.

MEETINGS

SAC meetings will be held in-person, where possible, and by teleconference/webinar. In-person meetings will preferably be held in the lower mainland (Vancouver, Richmond).

The SAC chair is responsible for: i) developing and circulating meeting agendas, ii) distributing materials for review, iii) technical presentations, iv) venues, and v) other meeting details. Meeting materials will be circulated no later than two weeks in advance of a meeting to provide adequate review time unless otherwise arranged. Other Technical Team members, provincial/ First Nation representatives may attend SAC meetings to present information and products and address questions on specific topics.

A general meeting summary will be prepared by the SAC chair to identify key discussion items, key advice given, and any agreements reached. Summaries will usually be circulated within 14 business days of a meeting and members provided a minimum of 5 business days to review and comment. Meetings are intended to be progressive and focussed.

SAC meetings are not intended to be public meetings, and will not be advertised on the MaPP website or otherwise.

CONFLICT RESOLUTION

If the SAC is unable to come to agreement about recommendations, it should identify alternative approaches to the SAC chair, including rationales for the differences in these approaches. The SAC chair will then make a choice to guide a specific recommendation to the Marine Coordination Team.

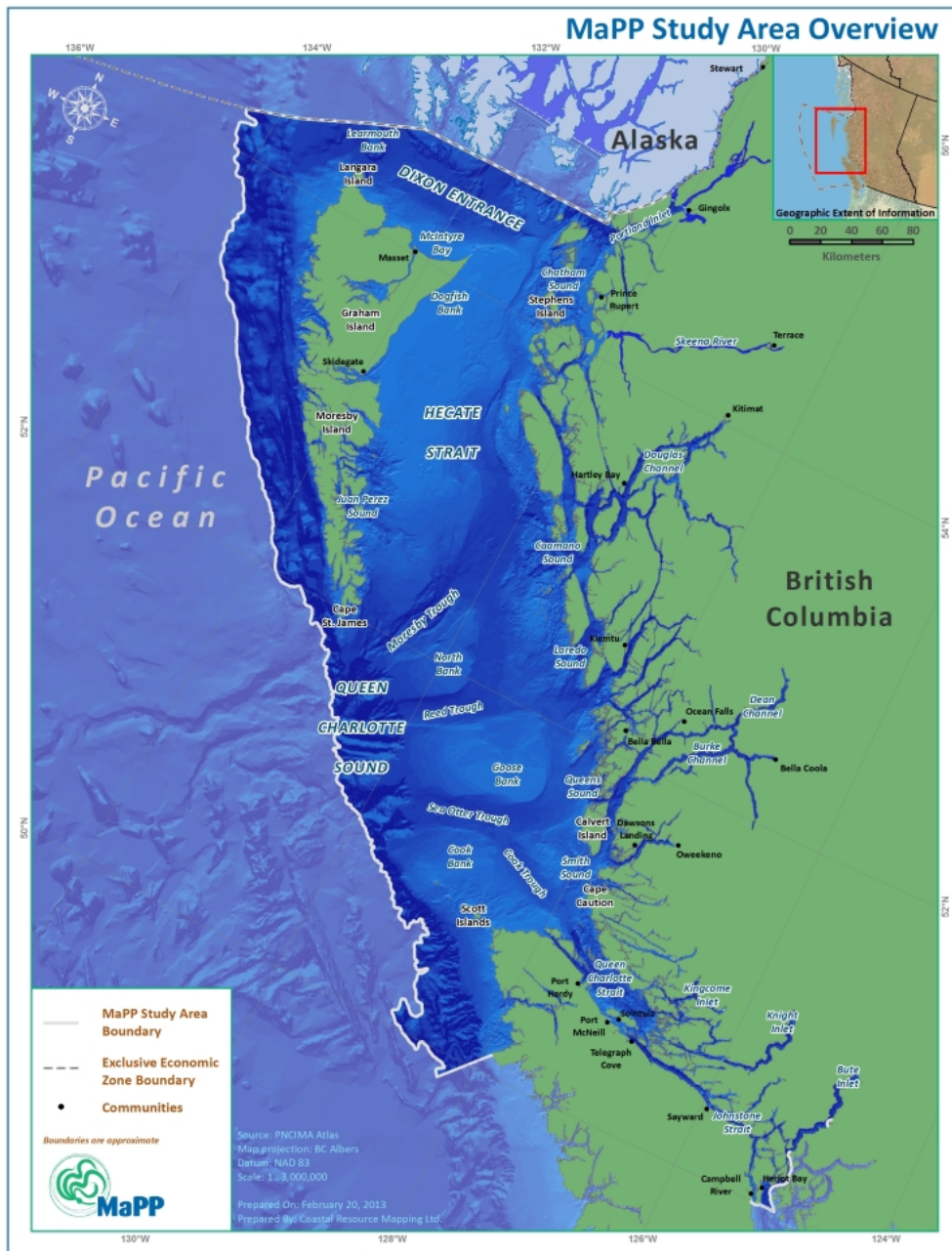
REMUNERATION

Members of the SAC will, upon request to the MaPP Administrator, be reimbursed for actual travel expenditures related to MaPP.



APPENDIX 1: MAPP REGION OVERVIEW

Updated: 20 Sept 2013



APPENDIX 2: POOL

In May 2012, MaPP finalised the establishment of a science and technical experts Pool. With significant interest in the MaPP process, we will connect experts with relevant scientific, technical, local and traditional ecological knowledge to the planning process to provide advice and review products related to their expertise. The members of the Pool will be consulted on an as-needed basis. Membership in the Pool is by invitation or by submitting a written request or nomination to the MaPP Administrator.

Members of the Pool will, upon request to the MaPP Administrator, be reimbursed for actual travel expenditures related to MaPP.

APPENDIX 3: DRAFT SAC MEETING AND/OR ADVICE SCHEDULE (SUBJECT TO CHANGE)

Updated: 20 Sep 2013

MaPP Phase	Meeting and/or Advice Number	Date	SAC Meeting Purpose and Task (TO BE CONFIRMED)
II	1	Jun 2012	Introductory meeting. Review Terms of Reference and MaPP outputs.
III	2	Sep 2012	Topic: Best advice for marine spatial planning
III	3	Nov 2012	Topic: Marxan scenarios to identify high priority conservation areas
III	4	Dec 2012	Topic: Cumulative Effects Framework workshop
IV	5	Jan 2013	Topic: Ecosystem-based Management Indicators: methodology
IV	6	Feb 2013	Topic: EBM Indicator Workshop: human well-being indicators
IV	7	Jun 2013	Topic: Vulnerability matrix
V	8	Jul 2013	Topic: EBM Indicator Workshop: screen candidate indicator list
V	9	Aug 2013	Topic: Cumulative Effects Assessment Framework
V	10	Oct 2013	Topic: Cumulative Effects Assessment Framework (in-person, Nanaimo)
V	11	Nov 2013	Topic: Marine Protected Areas; Zoning Framework, spatial planning tools
VI	12	Jan 2014	Topic: Review regional draft MaPP planning document
VI	13	Feb/Mar 2014	Topic: Discussion of comments on draft MaPP planning document
VI	14	Apr/May 2014	Subject to requests from Science Coordinator and/or Marine Coordination Team
VI	15	Jun 2014	Subject to requests from Science Coordinator and/or Marine Coordination Team