

HERRING INDUSTRY ADVISORY BOARD

Terms of Reference

Mandate

The mandate of the Herring Industry Advisory Board (HIAB) is to:

1. Maintain a sustainable commercial herring fishery
2. Ensure that peer reviewed science continues to underlie the management of the herring fishery
3. Assure security of access for the commercial herring fishery
4. Promote economic viability of the commercial herring industry
5. Include flexibility in the development of fishing plans
6. Review input from DFO, First Nations, Province of BC and NGO's in developing advice or recommendations for the Department

Roles and Responsibilities

The formation of the Herring Industry Advisory Board was approved and supported in a democratic vote of all licence holders in the fall of 2004. HIAB is the body that will communicate with Fisheries and Oceans Canada on behalf of B.C.'s commercial herring industry. HIAB will provide wide ranging advice to the Department to assist in the overall planning, management and enforcement of B.C.'s commercial herring industry. In particular, HIAB will:

1. Develop roe herring harvesting plans for the Gulf of Georgia, West Coast Vancouver Island, Central Coast, Queen Charlotte Islands and North Coast fishing areas.
2. Provide advice on Food and Bait and Special Use harvesting plans
3. Approve the test fishing plan for each fishing area.
4. Submit recommendations on harvesting plans directly to the Minister of Fisheries and Oceans prior to November 1st in preparation for the following year's fishery.
5. Advise on long term policy directions for the commercial herring industry and fishery management in general.
6. Review, provide advice and participate in herring stock assessment
7. Communicate industry concerns and information to Fisheries and Oceans Canada and disseminate information from the Department back to the commercial herring industry.
8. Appoint the Board of Directors for the Herring Conservation and Research Society (HCRS) for a three year period beginning in the spring of 2006.
9. Communicate industry concerns and information to the HCRS and disseminate information from the HCRS back to the commercial herring industry.

10. Advise the Minister of Fisheries and Oceans on actions to take regarding violations of rules and regulations in the commercial herring fishery.
11. Advise the Minister on issues related to monitoring and port validation
12. Participate in the IHHPC process to discuss coordination of fishing plans and possible means of resolving potential disputes with other stakeholders. As the IHHPC is run by consensus HIAB must approve all actions, advice or recommendations generated through the IHHPC process before they are forwarded to DFO or otherwise made public.

Organization

1. HIAB will be composed of:
 - 5 elected Seine Representatives
 - 5 elected Gillnet Representatives
 - 4 representatives from processors
 - 1 representative from the Aboriginal Fishing Vessel Owners Association
 - 1 representative from the Fishing Vessel Owners Association
 - 1 representative from the Native Brotherhood of BC
 - 1 representative from the UFAWU/CAW
 - 1 member of HCRS
2. Elected representatives will serve a term of three years
3. Associations will identify their representative by September 1st of each year
4. HIAB will review its membership every three years. Changes in membership will require the approval of 75% of HIAB's members.
5. Each representative will identify an alternate, who can attend meetings, but only participate if the elected or appointed representative is absent or by the discretion of the Chair.
6. Representatives must notify the Chair 24 hours prior to the meeting at which the Alternate will be in attendance
7. A quorum of 10 members is required. Members may ask others who will be in attendance to represent them if an alternate is not available
8. DFO management staff and science staff will attend fishery review and planning meetings, otherwise, Fisheries and Ocean's attendance is by invitation
9. The Province of BC will attend by invitation
10. A Chair will be determined by a vote of representatives

Procedures

1. HIAB will meet, at a minimum, three times a year.
2. Where possible, meeting dates will be established at the beginning of the year
3. An agenda and available relevant information will be, whenever possible, prepared by the Chair and distributed at least 7 days prior to the meeting
4. Feedback on the agenda and confirmation of attendance by representatives should be provided to the Chair prior to the meeting date.
5. The HCRS will provide ongoing reports as requested and receive advice from HIAB members.
6. HCRS will provide an annual report of its activities at HIAB's fall meeting.
7. HIAB will operate by consensus whenever possible.
8. A report on the advice and recommendations developed by HIAB will be forwarded to DFO.
9. HIAB will consider advice provided by DFO, PSARC, Province of BC, NGO's and First Nations
10. Representatives are responsible for ensuring that those they represent are kept informed and consulted so that their views can be brought back for HIAB's consideration.
11. HIAB meetings will be open to the public and observers may attend but can only participate through a Representative or with permission of the Chair. Observers may make submissions to HIAB at the discretion of the Chair. All submissions must be provided in writing before the meeting. Observers may be allowed a five minute verbal presentation of their submission and may be permitted to respond to questions from HIAB members.
12. HIAB can decide to caucus when appropriate
13. HIAB may appoint sub-committees to examine specific issues
14. HIAB, through the Chair, may invite other individuals to attend and participate in HIAB discussions when appropriate
15. Fisheries and Ocean's Canada will refer fishers and outside parties who offer unsolicited recommendations and advice to the appropriate HIAB representatives.
16. HIAB will review the Terms of Reference after each election of GN and SN representatives. Changes would be made by consensus.
17. HIAB can change its Terms of Reference at any time with the support of 75% of HIAB members.
18. HIAB will review its Terms of Reference after each election of GN and SN representatives.