

GYAROS CO-MANAGEMENT COMMITTEE
(CONSORTIUM OF STAKEHOLDERS)
WITHIN THE FRAMEWORK OF THE CYCLADES LIFE PROGRAMME

RULES OF PROCEDURE

1. Purpose and objectives of the Committee

The purpose of establishing and operating the Co-management Committee for the Gyaros Marine Protected Area is to facilitate open and constructive consultation on measures and actions for the protection and management of the area, so that mutually acceptable proposals may be formulated and promoted within the framework the CYCLADES LIFE programme to the relevant state authorities, with a view to having the Gyaros area designated as a marine protected area.

The Gyaros Co-management Committee has the following objectives:

- the active participation of the main stakeholders involved with the Gyaros area in the appropriate planning of protection and management measures for the wider area of the island of Gyaros,
- the active involvement of the main stakeholders in the Gyaros area in the effective implementation of future management measures for the wider area of the island of Gyaros,
- the contribution of the main stakeholders to the implementation of the CYCLADES LIFE programme, which aims to protect the natural environment (both terrestrial and marine) and to support and promote the sustainable development of the wider Gyaros area.

At the same time, the Committee's ultimate aim is to contribute to the optimal protection, management and promotion of the future marine protected area by encouraging the active participation of stakeholders in the activities of the CYCLADES LIFE programme, both during its duration and after its completion, thereby ensuring the long-term sustainability of the area's management.

2. Framework for establishment and operation

The Co-Management Committee is established within the framework of the CYCLADES LIFE programme, as provided for in the contract between the European Commission and WWF Greece, the coordinator of the CYCLADES LIFE programme. It serves as an informal consultation forum for the main stakeholders in the Gyaros area, as well as an advisory body to the programme's partners, namely WWF Greece, the Ministry of Productive Reconstruction, Environment and Energy, the Decentralised Administration of the Aegean, the Cyclades Development Agency, Harokopio University of Athens, MOm (Society for the Study and Protection of the Mediterranean Monk Seal) and the Tethys Research Institute.

3. Composition and appointment of members

The Co-Management Committee comprises fifteen (15) members and consists of representatives from the following organisations:

- 1) Ministry of the Environment and Energy
- 2) Ministry of Culture and Sport
- 3) Ministry of Shipping and Island Policy/Hellenic Coastguard

- 4) Decentralised Administrative Authority of the Aegean
- 5) South Aegean Region
- 6) Municipality of Syros-Ermoupolis
- 7) Municipality of Andros
- 8) Cyclades Development Agency
- 9) Association of Professional Fishermen of Syros
- 10) Andros Professional Fishermen's Association
- 11) Cyclades Chamber of Commerce
- 12) Hellenic Centre for Marine Research
- 13) Natural History Museum of Crete
- 14) MOM/Hellenic Society for the Study and Protection of the Mediterranean Monk Seal
- 15) WWF Greece

Each organisation participating in the Co-management Committee appoints a full member to represent it on the Committee, as well as an alternate member. If a full member is absent or unable to attend a meeting of the Committee, they may be represented by the organisation's alternate member. Alternate members may attend meetings, but do not have the right to vote in the presence of full members. The term of office of Committee members is two years.

Committee members are obliged to attend its meetings, to express the views of the organisations they represent and to vote accordingly, as well as to keep the organisations from which they come informed of the Committee's work and decisions.

Should a member of the Committee resign before the end of their term of office, the organisation that appointed them is obliged to appoint a replacement.

4. Establishment and responsibilities of the Secretariat

To organise and facilitate the operation of the Committee during the CYCLADES LIFE programme, a Secretariat is established, comprising the representative of WWF Greece and the representative of the Cyclades Development Company.

The Secretariat convenes the meetings, draws up the agenda for the meetings, prepares proposals on the items on the agenda of the meetings, which it chairs, and is responsible for keeping the minutes of the Committee's meetings.

5. Procedure for convening meetings

The Committee meets regularly every 2–3 months in Ermoupolis, Syros, whilst it may also be convened on an ad hoc basis at the initiative and invitation of the secretariat or following a written request from at least five (5) of its members. Members of the Committee may attend meetings either in person or via teleconference.

6. Meeting procedure

The Committee has a quorum when at least eight (8) of its full members attend the meetings, whilst both (2) members of the Committee's Secretariat must also be present.

The Committee Secretariat draws up the agenda for each meeting and sends it to the Committee members at least one (1) week before each meeting. The agenda is submitted to the members for approval at the start of the Committee meeting.

Items raised for discussion at the Committee meeting are discussed under the heading 'Any other business' on the agenda.

At least 10 days before each meeting of the Committee, members may submit in writing to the Secretariat any matters they wish to be discussed at the Committee's next meeting.

During the discussion of specific issues, and with a view to facilitating the Committee's work, the Secretariat may invite:

- An external independent facilitator to facilitate and coordinate the discussion and consultation.
- External specialists (scientists, experts, etc.) to brief the Committee members on specialist topics.

7. Decision-making process

The Committee's decisions are taken unanimously, following discussion/consultation during the meeting. Each full member of the Committee has one (1) vote.

In the event of disagreement amongst members during the discussion and voting on a matter, the differing views expressed are recorded in the minutes and the matter is referred for further discussion at the next meeting of the Committee or whenever the Secretariat deems it necessary to discuss.

A member's vote against a proposed decision during a vote must be supported by a clear statement of the reason(s) for their dissent and must be accompanied by an alternative proposal.

8. Minutes of meetings

During meetings, the discussion is video-recorded for the sole purpose of ensuring the accuracy of the minutes. The videos of the meetings are not made public and are kept on file at the Committee's secretariat solely for the purpose of drafting and verifying the minutes.

The Committee maintains a register of the minutes of its meetings, proposals and decisions. Responsibility for maintaining the register of minutes lies with the Committee's Secretariat. At the start of each meeting of the Committee, its members are required to approve and sign the minutes of the previous meeting.

The minutes are sent to the members of the Committee shortly after each meeting to allow them sufficient time to review them, whilst they are also available to other interested organisations and/or individuals upon written request to the Committee's Secretariat.

With the aim of informing the local and wider public about the Commission's work, the Secretariat draws up a brief summary of the topics discussed and the relevant decisions following each Commission meeting, which it posts on the CYCLADES LIFE programme website (www.cycladeslife.gr) and, at the same time, sends it to the media in the form of a press release.

9. Operating costs/remuneration of members

Committee members are not compensated for their participation in meetings. Committee members' expenses (travel, accommodation and meals) incurred for the purpose of attending meetings are covered, subject to approval by the Committee Secretariat. At each meeting, the expenses of one representative from each organisation are covered. These expenses are covered



by the budget of the CYCLADES LIFE programme and in accordance with the rules and procedures governing the CYCLADES LIFE programme.

10. Amendment to the Rules of Procedure

All provisions of the Internal Rules of Procedure of the Co-Management Committee may be amended only by a unanimous decision of its plenary session.