

GCRMN – DRAFT Structure and Terms of Reference

The GCRMN was initiated at the first ICRI Meeting in Dumaguete City, the Philippines in June 2005 as a response to the call for a Research and Monitoring network within the ICRI Framework for Action. The GCRMN was established as an operational network of ICRI with initial funding provided by the Government of the USA to IOC-UNESCO; the administration of the GCRMN is now within UNEP. The first Strategic Plan was developed through the GCRMN Management Group via IOC-UNESCO in 1997, which organised a review of the GCRMN in 2001. This recommended subsequent modifications to this plan and operational strategies. This draft Terms of Reference was requested in January 2008 in Washington DC by the ICRI General Meeting and the GCRMN Management Group.

The GCRMN is now recognised as a partnership with other networks operating within ICRI, specifically the GCRMN SocMon (Socioeconomic Monitoring Initiative for Coastal Management) hosted by NOAA, the International Coral Reef Action Network, the Reef Check Foundation, and ReefBase hosted by the WorldFish Center. Representatives of these organisations constitute the operational management of the GCRMN, supporting the Global Coordinator.

Management Group

Role

1. The overall role of the Management Group is to provide high-level advice and political support on policy, strategies, links to governments, funding possibilities, and coordination with international and other agencies and programmes, including NGO activities.
2. The Management Group acts as the link between the GCRMN and the agencies and committees represented on the Management Group.
3. The Management Group also acts as the link to the ICRI Secretariat and member organisations.
4. The Management Group also assists the Global Coordinator to disseminate information from the GCRMN and to promote dissemination among other groups.

Membership

5. The core membership of the GCRMN Management Group consists of IOC/UNESCO, UNEP, IUCN, the World Bank, CBD, GBRMPA, WorldFish Center and the ICRI Secretariat.
6. The Global Coordinator along with representatives of GCRMN SocMon, ICRAN, Reef Check and ReefBase are *ex officio* members of the Management Group with full voting rights.
7. The Chair of the Management Group is elected by the Management Group and serves a two-year term (renewable). Organizations represented on the management group are expected to take turns in serving as Chair. The role of Chair is to lead and guide the Management Group in performing its duties, and, together with the Global Coordinator, represent GCRMN in relevant fora. The Management Group can decide to appoint two people to act as Co-Chairs.
8. The Management Group may also elect a Vice-Chair who will support the Chair and will serve as acting Chair in the absence of the Chair

9. Membership may vary to reflect changes in GCRMN funding and/or support. Additional institutional members may be appointed to the Management Group at any meeting provided that a proposal has been circulated one month in advance, and that two-thirds of the Management Group members approve the appointment.

Meetings

10. The Management Group will meet on an opportunistic basis, coinciding with international fora or ICRI meetings, but maintaining regular electronic communication between meetings.
11. Decisions of the Management Group are normally made on consensus. Where this is not possible, a vote may be taken on specific issues, with each organization in paragraph 5 receiving one vote and each individual in paragraph 6 receiving one vote. A simple majority is needed for any issues requiring a vote, except for the appointment of additional Management Group members as indicated in paragraph 9.
12. A quorum consists of a majority of core Management Group members. No binding decisions can be made without a quorum.
13. The GCRMN Global Coordinator acts as the Secretary of the Management Group.
14. Management Group meetings may also be attended (with observer status) by the STAC Chair, as well as key partner institutions, including e.g. NOAA, US State Department and WRI, as well as other coral reef monitoring programmes such as Reef Check, CARICOMP, and AGRRA, and other ICRI Operational Networks.

Terms of Reference

15. Specifically, the Management Group provides oversight to GCRMN activities, including the following:
 - i. Appoints the Global Coordinator;
 - ii. Approves the appointment of regional coordinators as proposed by the Global Coordinator;
 - iii. Guides and supports the Global Coordinator in his/her duties;
 - iv. Approves strategic and activity plans prepared by the Global Coordinator;
 - v. Approves reports, resolutions and statements for the ICRI General Meeting prepared by the Global Coordinator;
 - vi. Submits proposals on behalf of GCRMN;
 - vii. Approves the content and timing of the global status reports and other publications and products including the key messages for press releases;
 - viii. Transmits formal GCRMN correspondence;
 - ix. Makes formal financial and budget decisions;
 - x. Oversees a formal external review of the GCRMN at approximately 4 year intervals;
 - xi. Nominates and approves members of STAC, including its Chair; and
 - xii. Supports the Global Coordinator in securing funding for the GCRMN and the regional nodes.

Scientific and Technical Advisory Committee (STAC)

Role

1. STAC is an *ad hoc* group of experts that provides advice to the GCRMN Management Group and Global Coordinator on technical and scientific matters, emerging issues and priorities.

Membership

2. Members of STAC are nominated and approved by the Management Group. A, STAC Chair may also be appointed by the Management Group, if needed. This person will act as the Chief Scientific and Technical Advisor for GCRMN.
3. The STAC membership should in general include persons with experience in biophysical and social sciences and resource management, and should also include representatives from all GCRMN regions. However, membership is dynamic and will change based on Management Group recommendations as GCRMN develops or in response to needs as they arise.

Meetings

4. STAC does not have regular meetings, and operates through electronic communication. The STAC Chair facilitates communication and discussion among members, and reports on such discussions to the Management Group and the Global Coordinator on a regular basis.

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5. STAC is the principal source of reviewers for GCRMN products, status of reefs and other reports, as well as proposals for funding.
6. STAC provides information and advice on relevant technical/scientific issues identified by the Management Group.
7. STAC provides advice and recommendations to the Management Group and the Global Coordinator with respect to emerging issues and particular priorities and needs arising relevant to GCRMN and its Strategic Plan.

Global Coordinator

Role

1. The Global Coordinator leads GCRMN activities on a day-to-day basis, with the main responsibility for preparing status of coral reefs reports and other products, managing the global coordination team, developing, expanding and improving the network of collaborators and contributors, and representing GCRMN in relevant fora.
2. The Global Coordinator is appointed by the Management Group for a four year term (renewable).
3. The Global Coordinator will be a senior scientist of international standing with a minimum of 10 years experience relevant to coral reef monitoring and management issues.
4. The Global Coordinator position may be a full-time or part-time position, as determined by the Management Group at the time of appointment. Normally the minimum percentage of time allocated to the position would be 25%. When the position is part-time a Deputy Global Coordinator may be appointed by the Global Coordinator, subject to approval by the Management Group.

Terms of Reference

Under the overall guidance of the Management Group the Global Coordinator:

- i. Prepares a rolling five-year Strategic Plan for GCRMN every two years, which sets out strategic goals and objectives, including changes to the status report

- process, preparation of other reports or outputs, node development, function and coordination, and opportunities for fundraising (Annex 1);
- ii. Appoints and supervises staff to assist in the achievement of the approved Strategic Plan. The appointment of a Deputy Global Coordinator must be approved by the Management Committee;
 - iii. Prepares an annual implementation/work plan;
 - iv. Drafts progress reports to the ICRI General Meeting;
 - v. Drafts resolutions or statements for the consideration of the ICRI General Meeting on issues pertinent to the work of GCRMN;
 - vi. Leads the production of Status of Coral Reefs reports and other reports/outputs, including sourcing of information, compiling and editing;
 - vii. Identifies fundraising opportunities and prepares funding proposals in close collaboration with the Management Group and STAC;
 - viii. Identifies and builds suitable node coordination structures in the regions;
 - ix. Oversees, supports and advises regional node coordinators, on technical, administrative/management matters as well as fundraising;
 - x. Provides recommendations to the Management Group with respect to STAC members and pertinent issues for STAC to address; and
 - xi. Acts as the Secretary of the Management Group, recording proceedings and decisions of Management Group meetings.

Regional Node Coordinators

The regional co-ordination system is flexible and adjusted to the needs of each region. However, the overall role of the regional node coordinators is to collaborate with the Global Coordinator in the production of status of coral reefs reports and other reports/products by sourcing input from national and regional partners and leading the compilation of regional synthesis reports. If warranted, National Node Coordinators may be identified by the Global Coordinator to fulfil a similar role at a national level.

Strategic Plan

The Strategic Plan is GCRMN's primary policy document, setting out strategic goals and objectives, including changes to the status report process, preparation of other reports or outputs, node development, function and coordination, and opportunities for fundraising.

The Strategic Plan is a rolling five-year plan, updated every two years by the Global Coordinator and approved by the Management Group.