

TORRES STRAIT SCIENTIFIC ADVISORY COMMITTEE	Meeting 46 27 August 2008
MEETING ADMINISTRATION Action Items from TSSAC Meeting No. 45	Agenda Item No. 1.6 FOR NOTING

PURPOSE

That the TSSAC NOTE the progress of action items from TSSAC meeting No. 45

BACKGROUND

The following action items and progress towards completion are listed below.

Action Items

No.	Action	Agenda	Responsibility	Status
1.	The Chair on behalf on the TSSAC will respond to correspondence from Ms Prichard.	Correspondence	Chair	Completed
2.	The Executive Officer draft a letter to the PNG National Fisheries Authority (NFA) to invite a member to attend the next TSSAC meeting.	1.1	Executive Officer	Completed
3.	Mr David to consult with his constituents and the fisheries portfolio member of the TS Regional Council regarding signing the acknowledgement of the roles and responsibilities of TSSAC Members as described in PZJA Fisheries Management Paper (FMP) #1 prior to the next meeting of the TSSAC.	1.2	Community representative	Next meeting
4.	TSSAC members to review the Terms of Reference and suggest amendments to more adequately reflect the strategic role of the Committee at the next TSSAC meeting and recommend these amendments to the PZJA.	1.3	TSSAC members	Discuss at Meeting No. 46
5.	To draft a brief paper for next meeting about how to get islanders involved in research, communicating research before and during research.	2.1.	Executive Officer	Next meeting
6.	TSSAC Secretariat to review procedures of past TSSAC and other scientific advisory committees with respect to conflict of interest and develop a draft policy for the TSSAC with regard to conflict of interest to consider at the next TSSAC meeting.	3.1	Executive Officer	Next meeting
7.	Methods for better integrating the Committee with other funding bodies will be discussed further at subsequent meetings	3.2	Executive Officer	TBD
8.	TSSAC engage a suitably qualified/experienced independent consultant to develop a strategic	4.1	Executive Officer	In progress

	research plan by October 2008 utilising information recommended by the TSSAC at TSSAC 45.4.1.1.			
9.	Secretariat to provide response to researchers on their submissions to the TSSAC.	6.1	Secretariat	Completed
10.	TSSAC Executive Officer to collate current cultural protocols (eg TSRA and CRC Torres Strait) for researchers working in Torres Strait for discussion at the next TSSAC meeting.	6.1	Executive Officer	Next Meeting

RECOMMENDATION

To be discussed

FINANCIAL IMPLICATIONS

Nil