

## **FLOWW Terms of Reference**

### **Purpose and objective of group**

The Fishing Liaison with Offshore Wind and Wet Renewables (FLOWW) group exists to foster good relations between the fishing and offshore renewable energy sectors and to encourage co-existence between both industries. The FLOWW meetings will provide a forum for Government, developers and stakeholders to discuss and to take forward a range of offshore renewable energy and fisheries related issues, and to discuss, agree and disseminate best practice.

The chair of the group is currently resourced by The Crown Estate, who also provides the secretariat. Meetings will be held three times a year, and members in different locations in the UK will share the hosting of meetings.

Areas for discussion within the group include developing best practice and adopted approaches for offshore renewable energy and fisheries related issues and for working with new and emerging technologies. The group provides a forum for members to discuss specific issues as they arise.

### **Membership of group**

Membership of the group consists of representatives from the following sectors and organisations:

- The Crown Estate;
- Crown Estate Scotland (Interim Management)
- The Marine Management Organisation (MMO);
- Marine Scotland:
- National Federation of Fishermen's Organisations (NFFO);
- Scottish Fishermen's Federation (SFF);
- Northern Ireland Fish Producers' Organisation;
- Shellfish Association of Great Britain;
- Inshore Fisheries Groups (IFG);
- RenewableUK;
- Scottish Renewables;
- European Subsea Cables Association
- Kingfisher Division of Seafish;
- Maritime and Coastguard Agency;
- Offshore wind developers;
- Wave and tidal developers;
- Offshore transmission cables developers

Nominations for new members are welcome, and the group is committed to ensuring that membership is representative of the issues being explored by FLOWW.

FLOWW member organisations make a commitment to attendance of and participation in the group, and the representative of each organisation will be expected to participate in all meetings and be actively involved in work undertaken by the group. The continuity of individuals attending meetings is integral to the momentum and success of the group's work.

### **Roles and responsibilities**

The Crown Estate is committed to ensuring that the FLOWW chair and secretariat are appropriately resourced. The chair and secretariat will ensure the group is well coordinated and works effectively.

Members of the group will be expected to propose topics for discussion and (where necessary) prepare papers to support these topics. Members will also be expected to take a lead on the various activities which the group chooses to undertake, and actively to participate in ensuring that these activities are completed.

Where necessary, members commit to leading on/assisting with the production of written documents which address topics discussed at FLOWW. Such documents will be produced on behalf of – and signed off by – FLOWW members. If necessary, specific working groups within FLOWW may be formed to produce these papers. These working groups will be composed of a sub set of FLOWW members and will be tasked with delivery of the work (e.g. drafting papers setting out a suggested approach/framework etc.). The membership and management of such working groups will be established on a need and case-by-case basis, depending on the topic in question; in some cases, it may be appropriate to invite experts from outwith FLOWW into the working group in order to make use of their expertise on a particular subject area. No member will be excluded where they have a valid contribution to make and wish to be involved. The outputs from the working groups will ultimately be signed off by the main FLOWW group.

From time to time, other organisations (for example, BEIS) may be invited to attend specific meetings to provide advice or information which is of relevance to the group, or to contribute to relevant discussions within the group. These organisations may attend for the entire meeting, or for selected agenda items as appropriate.

### **FLOWW work plan**

A number of key issues and areas for work will be identified by FLOWW and prioritised for taking forward. The FLOWW meetings will be used to discuss the key issues and experience, agree recommended best practice and sign-off any written documents produced by the main group and/or any sub-groups.

Papers and items for discussion at FLOWW meetings must be sent to the secretariat one month before the next scheduled FLOWW meeting. The secretariat will then circulate all papers and suggested agenda items to FLOWW members in advance of meetings in order to give members the opportunity to discuss the item internally and come to the meeting representing their organisation's position and views.

FLOWW's terms of reference and its membership will be reviewed annually.