

Sixth **annual plan**

April 2016 – April 2017

(DRAFT 1: 1 March 2016)



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District and Vision

Purpose and Audience

1. NWIFCA is the lead statutory regulator under the Marine and Coastal Access Act (MCAA) 2009 for protection of the marine environment and sustainable use of inshore sea fisheries within its District. The Authority's duties are defined in MCAA Sections 153 to 184. S177 requires each IFCA to publish by 1 April, an annual plan setting out the Authority's main objectives and priorities for the forthcoming year. It will be used by Defra to measure the performance of the Authority.
2. The plan will be a live working document on the website where it can be adapted and amended according to changing priorities during the year. The audience for the plan is officers, members, and stakeholders.

Vision performance monitoring

3. **The Vision** for IFCA set by Defra in 2009 is: to lead, champion and manage a sustainable marine environment and inshore fisheries in its District by successfully securing the right balance between social, environmental and economic benefits to ensure healthy seas, sustainable fisheries and a viable industry.
4. The performance monitoring guidance provided by Defra in 2010 was assessed as out of date in 2015. Following a Government commitment to reduce unnecessary guidance the Minister declined to issue new guidance.
5. However, Defra officials request that all IFCA use similar criteria, and indicators. IFCA Chief Officers worked with Defra to draft a new performance monitoring. Some indicators were not applicable to some IFCA so with Defra agreement each Authority may use an adapted version as at Annex A
6. Annex A provides this Authority's strategy to deliver the new criteria and the main tasks in 2016-7. In addition the Authority's main priorities and objectives for 2016-7 are set out in table 1

Conservation and designations in the District

7. MACAA 2009 provides for designation of Marine Conservation Zones (MCZs). 2 MCZ were designated in this District in 2015 (tranche 1) and a further 2 sites in January 2016 (tranche 2). A third tranche is expected in 2017.
8. MCZ and European Marine Sites (EMS) including Special Areas of Conservation (SAC) and Special Protection Areas (SPA) Ramsar sites and Sites of Special Scientific Interest (SSSI) are designed to contribute to a well-managed ecologically coherent network of Marine Protected Areas in European waters. There is an EU deadline for completion of the network by the end of 2016. A consultation on extensions to some SPA in the District is underway after which the proposed extensions are likely to be designated.

Fishing in the district

9. **Commercial fishing** activities are many and varied. In Cumbrian waters, beam trawling for *Nephrops* (scampi, Dublin Bay prawn), trawling and netting for species such as Dover

sole, brill and turbot are predominant, with plaice, cod, codling, skate (thornback ray) also significant. There are intertidal fisheries for periwinkles, cockles, mussels and razor fish and large amounts of angling. In the southern part of the district, the once large scale fin-fishery has dwindled to almost nothing and replaced by large mussel and shrimp fisheries. Except for a regular small fishery in the Dee managed under the Dee Order, cockles have been sparse in NW England in recent years with no commercial stocks since 2012. Bass, plaice, dab, fluke, whitebait, mullet and codling are fished on a small scale and there are significant crab, lobster and whelk fisheries.

10. Records of registered and licensed fishing vessels are maintained by MMO. The latest data 1 Feb 2016 shows 51 commercial vessels of 10m length and over operating in the District, and 63 vessels under 10m length. In addition there can be up to 40 over 10m vessels visiting the District and 10 under 10m visitors.
11. **Recreational fisheries:** There are substantial levels of non-commercial fishing activities including nets and lines set from the shore and piers. Hobby (unlicensed) fishing from boats is increasingly popular both traditional angling but also using pots for lobster, crab and whelks. Bait collection is common on many shores for peeler crabs, lug, rag and other worms as well as razor clams. NWIFCA keeps records of unlicensed and unregistered fishing vessels which include hobby fishing boats and other vessels used in fishing such as charter angling vessels. There are thought to be 326 such boats which operate in the NWIFCA District.

Risk Management

12. Risk management is the process whereby the Authority addresses the risk associated with what it does and the services which it provides. The focus of good risk management is to identify what can go wrong and take proportionate steps to avoid or manage the consequences.
13. The NWIFCA risk strategy is available from the NWIFCA office. Risk registers are reviewed each year as part of the Audit. They were last reviewed in December 2015.

Health & Safety

14. The NWIFCA has a comprehensive Health and Safety Policy designed to show how staff can and should carry out their duties safely and the factors which must be considered before any action is taken on behalf of the NWIFCA. The Health and safety policy is available from the NWIFCA on request.
15. The Health and safety policy is maintained up to date by the Health and Safety Officer and reviewed quarterly before each full Authority meeting. Starting in 2015, a more comprehensive H&S review is underway by a qualified external H&S Consultant.

Section 4 – Finance

16. The budget for 2016-17 was agreed by the Finance Sub-Committee at its meeting in December 2015. The summary budget as follows provides for no increase in the levy for core costs compared with 2015-16 so effectively represents a budget cut by the annual rate of inflation. As last year and resolved by the Authority in 2013, the Levy is increased by 2% and will be similarly increased by 2% per year in future to provide funding for the replacement patrol vessel.

| EXPENDITURE | 2015-16 | 2016-7 |
|--------------------------|-------------------|-------------------|
| Employees | £876,237 | 892,417 |
| Premises | £52,850 | £55,150 |
| Transport | £309,346 | £276,587 |
| Supplies & Services | £61,300 | £57,800 |
| Support Services | £13,000 | £13,000 |
| CDC | £17,300 | £17,300 |
| TOTAL EXPENDITURE | £1,330,033 | £1,312,254 |
| | | |
| INCOME | | |
| 7151 Levy 2% Increase | £1,211,033 | £1,235,254 |
| 7251 Shellfish Sampling | £15,000 | £15,000 |
| 7257 Permit Fees | £100,000 | £58,000 |
| 7351 Interest | £4,000 | £4,000 |
| TOTAL INCOME | £1,330,333 | £1,312,254 |

Working in Partnership

17. This is a high government priority to be detailed in the annual report. Core elements of the work programme will continue to be set by Defra in 2016-7. NWIFCA has objectives in common for good management of the sea with Natural England (NE), the Marine Management Organisation (MMO), Environment Agency (EA), Gangmaster Licensing Authority (GLA); Councils, Environmental Health Services (EHS), Food Standards Agency (FSA), Centre for Environment, Fisheries and Aquaculture Science (Cefas), Maritime and Coastguard Agency (MCA) Natural Resources Wales (NRW), Marine Scotland.
18. Memoranda of Understanding (MOU) with MMO, EA, NE and Cefas signed in 2011-12 remain in place. NE, EA and MMO are consulted on this annual plan and invited to ensure parity of objectives by adding joint priorities. The tasks and priorities at Annex A are designed to deliver both the Annual Plan for the NWIFCA and relevant joint priorities, for NE, EA and MMO.
19. MMO is a partner in delivery of fisheries enforcement, IFCO training, quality assurance of byelaws and appointment of members.
20. EA is responsible for delivery of the EU Water Framework and Marine Strategy Framework Directives and manages migratory fish throughout the District. In 2005, EA set up a fishery order for the Dee Estuary cockle fishery and continues to have joint responsibility for this fishery although management is now under the remit of Natural Resources Wales (NRW). NWIFCA assists NRW with enforcement of cockle fishing in the Dee.
21. NE is responsible for oversight and objectives of designated sites including SAC, SPA and MCZ. NE must be consulted under the 2010 Habitats Regulations on all new activities in such Sites.
22. EHS: Some of the largest fisheries in the NWIFCA District are intertidal shellfisheries. It is vital that fisheries comply with shellfish hygiene standards as laid down in the Shellfish Waters Directive and that shellfish harvested from intertidal areas carry valid registration documents to permit the onward sale and transport of shellfish from the shore and into

the human food chain. The NWIFCA works with EHS throughout the District, collecting shellfish samples under contract and assisting with the task of enforcing the requirement for registration documents.

23. The Authority and Councils convene multi-agency committees s required to prepare operational plans to manage the diverse socio-economic and environmental impacts of cockle and mussel harvesting.
24. GLA use Gangmaster licences to bring more effective regulation into the shellfish industry and ensure labour is not exploited by the shellfish industry. The NWIFCA supports this policy to improve standards of financial and management practice.
25. The NWIFCA consults many NGO in the development of its policies including relevant conservation and fisheries organisations.

Publicity and Communications

26. The NWIFCA aims to communicate effectively with members, partners and stakeholders. The communications and engagement strategy developed in 2012 will be further implemented this year.
27. The website at www.nw-ifca.gov.uk holds current and background information about the Authority. It gives details of meetings, reports, news and current activity. Press releases for urgent communications are on the website and sent to media throughout the District.
28. An occasional newsletter is published to engage a wide audience in the work of the IFCA. The benefits of this newsletter are under review. Stakeholder consultation and discussion meetings will be held as required. A text alert system is used to inform stakeholders of urgent information.

Training and staff management.

29. The Authority training programme identifies areas where officers' skills require development. In-house training or joint training with partner regulators is provided where available. The training objectives of each officer are identified in staff reviews.
30. In 2016, an accredited programme of training for IFCOS is being developed. This aims to provide a common level of training and skills for all IFCOs and officers of other regulators. NWIFCA will fully contribute to this programme. The Head of Enforcement is a local assessor for this training. In future all NWIFCOs should be accredited.
31. The training programme includes:
 - I. Defined training programmes aimed at specified roles and responsibilities provided in house, by the IFCA as a group, by MMO, Defra and outside providers;
 - II. Tailored training to meet organisation and personal objectives for each officer;
 - III. Assessment of the Authority's existing and future skills and needs;
 - IV. Consideration of external training available to bridge capacity gaps;
 - V. Monitoring and evaluation of training to achieve added value and effectiveness.
32. New Authority members receive an induction pack of information about the IFCA and the role of members. MMO provide training for new members in delivery of the role.

NWIFCA provide awareness days to inform new members about the work of the Authority. An awareness day will be planned for 2016 if required.

33. IFCOS will continue to undertake and update mandatory internal and external training in:
 - I. operation of the Health and Safety policy,
 - II. use of equipment,
 - III. risk management,
 - IV. operation of the enforcement policy including the IFCO code of conduct
34. This training provides the core IFCO skills. New IFCOs attend an annual standard 1 week training course to receive the IFCO warrant with refresher courses at 3-5 year intervals.
35. As part of the staff management system, reviews will include training completed and training requirements. Officers are encouraged to work with their line managers to take training as part of personal development in areas they wish to pursue and to improve the skills complement of the NWIFCA.
36. An inventory of all training undertaken and renewal schedule will be maintained and updated in 2016-7 to provide an Authority capability assessment.
37. The aim of this training is to promote consistency and high standards in all activities of the NWIFCA particularly enforcement and inspections. The NWIFCA must be working to a common standard which all IFCA are aiming to achieve. This will show that NWIFCA staff have the skills and capabilities and behaviours to perform effectively in their roles, and are motivated to deliver the key operational outcomes targeted in the Organisation's objectives.
38. The training programme will be reviewed in 2016-7 to check that training is focused on these objectives and amendments will be implemented. The programme will be monitored and evaluated to assess its effectiveness, and to evaluate specific training methods and products.

Membership, structure and governance

39. The Authority has 30 members as defined in SI2200, 2010. Current Members are listed on the website. In February 2016, there are 2 MMO vacancies and MMO will be encouraged to ensure a full complement of members in 2016-7.
40. The Authority meets quarterly. Standing Orders are in the Constitution and are on the website. Whenever possible, committee papers are posted on the website 7 days in advance of meetings.
41. Members of committees are defined in standing orders. A Technical Science and Byelaws Committee (TSB) oversees the policies and work of the Authority. Dates and venues for meetings are posted on the website.
42. A Finance Committee is responsible for the budget and budget monitoring, all Councils are members.

43. A Chairman's and Standards Committee meets as required to consider sensitive or confidential matters.

Enforcement

44. The Authority aims to be an efficient and fair regulator, using a range of measures and sanctions defined in an enforcement strategy which complies with the Regulators' Compliance Code, Hampton Principle's and other current legislative requirements. The strategy will be reviewed in 2016.

Equality Act 2010

45. As a public sector body and as an employer the Authority will comply with the Equality Act and standards.

Corporate monitoring policies:

46. The Authority is committed to being transparent and accountable. We want our partners and stakeholders to know what to expect from us and the level of service we will provide. Standing Orders, Financial regulations, Customer service standard, a Freedom of Information Act publication scheme and a complaints procedure are compiled into a NWIFC constitution available from the NWIFCA Office and on the website.

Science and related work

47. Science team are involved in a wide variety of projects. A lot of work required is reactive to incoming communications. Some projects are long term needing occasional work. Some are short and intensive. The amount of work required is highly variable. We need to keep our core business and priorities in mind when scheduling this work. We cannot do everything and must not be distracted.

48. Ongoing work

- a. National Grid – Morecambe Bay tunnel and North West Coast Connections project
- b. NuGen nuclear power station at Moorside; impacts on marine and coastal environments
- c. Water Framework Directive – incorporating WFD assessments in our HRAs
- d. Marine Strategy Framework Directive – little direct work yet but expected any time
- e. Irish Sea forum; NW Coastal Forum, Morecambe Bay Partnership, Solway Firth Forum – attend meetings, provide advice and data.
- f. Dee Estuary Liaison Group: management of Dee cockle fishery with NRW
- g. Fishery planning committees as and when shell fisheries develop
- h. Shellfish Liaison group. Shellfish waters classification: six-monthly meetings and liaison
- i. Bivalve Mollusc Working Group; to develop cockle and mussel management plans
- j. MPA management and monitoring – carrying out HRA, and MCZ assessments
- k. National projects from TAG: iVMS, new MCSS, Bass distribution and regulations
- l. Training and Accreditation: Ongoing
- m. Fracking light touch now but may need involvement

- n. Preesall Gas Storage: advice will be needed if it goes ahead
- o. Developing underwater survey skills and capacity
- p. MMO Marine Licence consultations

49. Proposals for the future

- a. Crab and lobster stock assessments - Cumbria
- b. Shrimp stock assessments and by-catch - tractor fishery in Morecambe Bay
- c. Shrimp stock assessments and by-catch - boat fisheries in Morecambe Bay, Solway, Ribble and Dee Estuaries
- d. Cockle movements and sediment changes - tagging experiment during closed fishery- with Lancaster University
- e. Bass tagging and distribution study with Cefas?
- f. Lobster hatchery and stock enhancement - working with Maryport aquarium
- g. Nephrops fishery - understanding stock and diversification from trawls into potting
- h. New fisheries – impact of windfarms on fish species and fisheries
- i. Skate and ray stock assessments - District-wide
- j. Small fish surveys - EA joint working?
- k. Whelk populations and Minimum Landing Size - Cumbria Coast
- l. Use of side-scan sonar and sonar camera to survey sub-tidal mussels in the Solway
- m. Use of sonar camera to survey cobble and boulder / sand covering in the Solway

50. Science survey programme 2016-17

| Project Title | Location | Method | Timing |
|------------------------|-------------------------|-------------------------|---------------|
| Solway Cockle survey | Solway Firth | Suction dredge | Apr |
| Silloth Mussel survey | Solway Firth | Dredge, Sonar Camera | Jul-Aug |
| Sabellaria and mussels | Cumbria Coast MCZ | Quadrat survey | May-Jun |
| Drigg Winkles | Drigg Coast SAC | Quadrat survey | Sep-Oct |
| Seed Mussel | Morecambe South America | Aerial, ATV, drone | Apr-Aug |
| Seed Mussel | Morecambe Bay Heysham | Dutch Wand, drone | Apr, Aug, Mar |
| Morecambe Bay Mussel | Morecambe Bay - Foulney | Dutch Wand, drone | Jul, Nov, Feb |
| Morecambe Bay Mussel | Morecambe Bay North | Dutch Wand, drone | Sep, Jan |
| Duddon Mussels | Duddon Estuary | Dutch Wand, drone | May, Oct |
| Fleetwood Mussel | Fleetwood and Wyre End | Dutch Wand, drone | May, Aug |
| Sabellaria alveolata | Cumbria Allonby Bay MCZ | Quadrat survey | Aug-Sep |
| Cumbria Mussels | Allonby Bay MCZ | Dutch Wand | Aug-Sep |
| Mersey Mussels | Mersey Estuary | Dutch Wand | May |
| NWIFCA Cockles | NWIFCA District | Quadrat survey | All year |
| Various | NWIFCA District | IFCO sightings | All year |
| Un-regulated bivalves | Leasowe | IFCO sightings | May-Sep |
| Un-regulated bivalves | Duddon Estuary | IFCO sightings | May-Sep |
| Bird Disturbance | Heysham Flat | Developing SOP | Aug-Oct |

Table 1. The main priorities for 2016 –17

| | | |
|----|--|--|
| 1. | Operate the Authority to highest standards of probity. In compliance with public sector regulations and policies, health and safety, financial auditing transparency, freedom of information data protection. In compliance with the Authority's constitution and standing orders. | |
| 2. | Properly manage and care for officers and members. Provide training, job reviews, information and consultation on all relevant matters; and delegation of appropriate responsibility. | |
| 3. | Work towards full compliance with all EU, UK and NWIFCA regulations covering exploitation of sea fisheries resources. Plan, patrol and inspect all parts of the District adequately according to risk. Collect and record data on fishing in line with agreed protocols. Apply sanctions fairly and fully when offences are detected. | |
| 4 | Complete new EMS policy and apply management to set up the contribution of this District towards the well managed ecologically coherent network of MPA by end 2016. This includes work to support designation of MCZ tranche 2 sites and SPA extensions in the NWIFCA District | |
| 5 | Effectively manage all shellfish beds, in compliance with habitats regulations in partnership with other regulators and advisors. Undertake scientific stock surveys. Consult with stakeholders and develop plans as appropriate. Use cross sectoral committees to develop local management arrangements and regulations and industry committees such as the Bivalve Working Group to develop shellfish management plans as required which provide a documented rational for management decisions. | |
| 6 | Continue byelaw review: Current priorities as follows can change according to risk: <ol style="list-style-type: none"> 1. Enact Byelaw 8 Prohibition of foul hooking; 2. Replacement of Byelaw 3 Cockle and mussel permit scheme; 3. Byelaw prohibition of dredging without permit. 4. Byelaw lobster protection; 5. Byelaw hobby fishing; 6. Byelaw vessel size limits | |
| 7 | Progress procurement of new main patrol vessel. Contractors: Seafish and Lancashire County Council. | |
| 8 | Develop new main permit database Contractor LDNP | |
| 9 | Develop new website. | |
| 10 | Implement and develop intelligence management system | |
| 11 | Contribute to national marine review by Defra and joint working with MMO | |
| 12 | Enhance IFCO skills with further training in evidence gathering, interviewing and intelligence handling. | |

Annex A.

Strategy and planned tasks in 2016-7 to meet Defra success criteria

| Defra Success Criteria | Strategy to meet criteria | 2016-7 tasks to meet criteria |
|--|--|---|
| Success Criterion 1: IFCA's are recognised and heard, balancing the economic needs of the fishery whilst working in partnership and engaging with stakeholders | | |
| SC1A: The IFCA will maintain a database of stakeholder contacts reviewed and updated by 31 March. | NWIFCA maintains an contact database up to date. | NWIFCA database being restructured in 2016. Regular updating will not be hindered |
| SC1B: The IFCA will review communication strategy and implementation plan by 31 March. | NWIFCA maintains reviews and implements a communications strategy, | Communications strategy to be reviewed and implemented. |
| SC1C: The IFCA will review website by the last working day of each month. | NWIFCA website regularly updated | Website to be restructured in 2016 by contractor.Ongoing. |
| SC1D: The IFCA will ensure website meets the objectives of its communication strategy, by 31 March. | NWIFCA website regularly updated | Website to be reviewed and updated in communications strategy review. |
| SC1E: The IFCA will review all Memoranda of Understanding by 31 March. Will be plan to update MoUs to agreed timescale | National MOU in place with NE, EA, Cefas and MMO. Defra do not require review. | No planned work. |
| SC1F: By 31 March IFCA will participate proportionately and at the right level of delegation, in regional and national fisheries and conservation activity identified in the annual plan. | NWIFCA has contributed to all such activity as required. | NWIFCA will contribute within available resources to all relevant activity e.g.: COG, AIFCA, NIMEG, TAG, Defra policy, regional coastal fora, REMIT, Regional IFCA etc. |
| Success Criterion 2:IFCA's implement a fair, effective and proportionate enforcement regime | | |
| SC2A: The IFCA will ensure its enforcement risk register and strategy are published and available on its website from 1 April each year. | Enforcement policy, strategy reviewed annually. Risk reviewed continually. | Enforcement policy and strategy to be reviewed in 2016. Risk based enforcement to continue |
| SC2B: The IFCA will demonstrate in Annual Report work with other regulators to achieve consistent quality, application and enforcement of management measures. | Annual report for 2014-15 shows how NWIFCA works with other regulators. | Report for 2015-16 to be published before end 2016. Joint working will continue as required. |
| SC2C: Record enforcement activity in a standard format, provide to NIMEG and publish on its website. | Enforcement activity is reported quarterly to the Authority & published on website. | National multi-agency Intelligence system under development |
| SC2D: The IFCA will adopt the national Code of Conduct for IFCOs, which will be reviewed annually and published on its website by 1 April. | Code adopted. No known plans for national review | No planned work |
| SC2E: The Code of Conduct for IFCOs is reflected in work objectives and annual appraisals for <u>all</u> Warranted Officers. | IFCOs must comply with code | Training to be maintained |
| SC2F: Warranted Officers attain accreditation. <u>All</u> undertake Continuing Professional Development. | Accreditation is not yet available. CPD available to all IFCOs. Training register in place | Register of training to be maintained |

| Success Criterion 3: IFCA's use evidence based and appropriate measures to manage the sustainable exploitation of sea fisheries resources and deliver marine environmental protection. | | |
|---|---|---|
| SC3A: IFCA will record site-specific management considerations for MPA and report progress to the Authority | Management of MPA is kept under review | New EMS policy to be fully implemented in 2016 |
| SC3B: IFCA will publish data analysis and evidence supporting new management measures, on its website. | All reported to the Authority and reports on website | Continue as heretofore |
| SC3C: Management information (e.g. sampling and/or survey results) will be collected periodically after new management measures have been implemented, to demonstrate their effectiveness. | Scientific survey undertaken to inform fisheries management | Results reported to Authority and reports on website |
| SC3D: IFCA will develop criteria-based management options, explained to stakeholders through the website, and reviewed annually by 31 March. | This is done | Ongoing |
| SC3E: New IFCA management measures selected for development and implementation are delivered within agreed timescales | Done within available resources | Ongoing. |
| SC3F: The IFCA will include shared agreed objectives and actions from Fisheries Management Plans in its own Annual Plan, which will be published by 31 March each year. | Annual plans for coming year completed before start of FY | Annual plan 16-17 to be published by end March 2016 |
| SC3G: Progress made in relevant Fisheries Management Plan areas, including Maximum Sustainable Yield commitments, will be noted in the IFCA's Annual Report | Plans for cockle and mussels made as required. No MSY commitments | Industry working groups in operation to agree management of cockles and mussel fisheries. |
| Success Criterion 4: IFCA's have appropriate governance in place; staff trained and professional | | |
| SC4A: The IFCA will publish a Plan on its website by 31 March, setting out the main objectives and priorities for the next financial year. A copy will be sent to the Secretary of State. | Annual plans for coming year completed before start of FY | Annual plan 17-18 to be published by end March 17. |
| SC4B: After the end of each financial year, the IFCA will publish a Report on its website describing its activities, performance and a summary of audited financial information in that year, by 30 November. A copy will be sent to the Secretary of State. | Annual report published before end of calendar year. Annual report 2014-5 published November 2015 | Annual report 2015-6 to be published by end 2016. |
| SC4C: IFCA staff will have annual performance management plans in place. Annual appraisals for <u>all</u> staff will have been completed by 31 May | Appraisals done | Complete 2016 appraisals by end May 2016. |
| SC4D: An efficient secretariat of IFCA staff support IFCA Authority meetings which are held quarterly and are quorate. Meeting documentation will meet Standing Orders. | Secretariat in place. Operation meets requirements | Continue to run meetings within standing Orders. |

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| SC4E: The IFCA will show, in its Annual Report, how marine, land and water management mechanisms in the District have worked responsively and effectively together. | Annual report 2014-5 published November 2015 | Annual report 2015-6 to be published by end 2016 |
| Success Criterion 5: IFCA's make the best use of evidence to deliver their objectives | | |
| SC5A: The IFCA will show progress towards identifying evidence needs by publishing a research plan each year. | Research plan published with annual plan | Plan to be published by end March 2017 |
| SC5B: The IFCA will publish a research report annually that demonstrates how evidence has supported decision making. | Not been possible within resources to date | No plans |
| SC5C: The IFCA's contribution to TAG and progress towards a national evidence needs programme will be recorded in the IFCA's Annual Report. | Done | Will be done. |

Annex B

New general performance monitoring framework developed by Defra and IFCA in 2015

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| <p>Success Criterion 1: IFCA's are recognised and heard, balancing the economic needs of the fishery whilst working in partnership and engaging with stakeholders</p> | |
| <p>Definition: IFCA's will be a visible, respected and trusted regulator and will maintain and deliver a strategy to communicate their vision and duties effectively. IFCA's will engage with policy makers, industry, Non-Governmental Organisations (NGOs), recreational and commercial users; and other regulators. They will work jointly and collaboratively with partner organisations across boundaries; will participate and contribute to the development and implementation of regional and national marine policy, including the marine planning regime; will take long-term strategic decisions and manage risks effectively. IFCA's may maintain the AIFCA to co-ordinate the activities of authorities party to arrangements.</p> | |
| <p>Outcomes</p> <ul style="list-style-type: none"> • IFCA will maintain and implement an effective communication strategy. • IFCA will maintain its website, ensuring public access to current fisheries and conservation information for the District, including management requirements and byelaws. Non-reserved IFCA Committee papers will be published. • IFCA will contribute to co-ordinated activity at a national level • IFCA and its principal partners will have a clear understanding of roles and responsibilities. Memoranda of Understanding with MMO, Natural England, Environment Agency and Cefas will be maintained. Opportunities for greater efficiencies, effective joint working and collaboration will be explored and implemented when feasible. | <p>Indicators</p> <p>SC1A: The IFCA will maintain a database of stakeholder contacts reviewed and updated by 31 March each year.</p> <p>SC1B: The IFCA will review communication strategy and implementation plan by 31 March each year.</p> <p>SC1C: The IFCA will review website by the last working day of each month.</p> <p>SC1D: The IFCA will ensure website meets the objectives of its communication strategy, by 31 March each year.</p> <p>SC1E: The IFCA will review all Memoranda of Understanding by 31 March each year. There will be a clear plan in place to update MoUs where necessary, to an agreed timescale.</p> <p>SC1F: By 31 March each year, the IFCA will have participated appropriately, proportionately and at the right level of delegation, in regional and national fisheries and conservation activity identified in the annual plan.</p> |

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| <p>Success Criterion 2: IFCA's implement a fair, effective and proportionate enforcement regime</p> | |
| <p>Definition: The IFCA enforcement regime is risk-based, makes appropriate use of intelligence, meets legislative standards and complies with the Regulators Code. It should make effective use of the resources available to regulators; complement and align, if possible, with the regimes in adjacent IFC Districts and management by other organisations including the MMO and Environment Agency. Consistency and fairness is important. Regulatory compliance is promoted. Enforcement action is carried out by trained, professional officers working to clear standards of conduct.</p> | |
| <p>Outcomes</p> <ul style="list-style-type: none"> • The IFCA will publish its enforcement risk register and strategy, clearly setting out its approach to achieving regulatory compliance and potential sanctions that may be applied for infringements and/or offences. • The IFCA will have developed consistency in regulations (byelaws) with other organisations • The IFCA will manage operational activity (e.g. through a Tasking & Co-ordination Group) and capture, record, evaluate and disseminate intelligence that is compatible with partner organisations. It is engaged in joint working with partner organisations. • Warranted Inshore Fisheries and Conservation | <p>Indicators</p> <p>SC2A: The IFCA will ensure its enforcement risk register and strategy are published and available on its website from 1 April each year</p> <p>SC2B: The IFCA will demonstrate in its Annual Report how it has worked with other regulators to achieve consistent quality, application and enforcement of management measures</p> <p>SC2C: The IFCA will compile records of enforcement activity in a standard format; provide them to the National Inshore Marine Enforcement Group (NIMEG) and publish them on its website.</p> <p>SC2D: The IFCA will adopt the national Code of Conduct for IFCOs, which will be reviewed annually and published on its website by 1 April.</p> |

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| <p>Officers (IFCOs) will be trained and accredited to nationally agreed standards. They will maintain professionalism and make appropriate interventions to deliver efficient, effective enforcement activity.</p> | <p>SC2E: The Code of Conduct for IFCOs is reflected in work objectives and annual appraisals for <u>all</u> Warranted Officers. SC2F: Warranted Officers attain accreditation. <u>All</u> undertake Continuing Professional Development</p> |
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| <p>Success Criterion 3: IFCA's use evidence based and appropriate measures to manage the sustainable exploitation of sea fisheries resources and deliver marine environmental protection.</p> | |
| <p>Definition: IFCA's were created as statutory inshore regulators by the 2009 Marine Act. They are relevant authorities for EU commitments including the Birds, Habitats, Water (WFD) and Marine Strategy Framework Directives (MSFD). IFCA's contribute to securing a network of well managed marine protected areas (MPA), including EMS & MCZ. Fisheries Management Plans identify local management measure. They must be based on evidence; timely; subject to appropriate consultation and in step with national initiatives and priorities. IFCA should balance the social and economic benefits of exploiting sea fisheries resources with the need to protect the environment. It should make a contribution to sustainable development.</p> | |
| <p>Outcomes</p> <ul style="list-style-type: none"> • IFCA will identify issues likely to affect sustainable management; undertake risk assessment, gap analysis; review existing measures; evaluate management options, develop and implement proportionate solutions • The IFCA will support implementation of a well-managed network of marine protected areas by: developing a range of criteria-based management options; implementing management measures to ensure that inshore fisheries activities comply with the Marine Act 2009 and the revised approach to managing commercial fisheries in EMS; and that local management contributes to delivery of targets for the MSFD, WFD and Marine Plans. • The IFCA will develop Fisheries Management Plans for priority species where appropriate. Shared objectives will be developed with identified partners; actions identified and best practice reflected so that management makes a contribution to sustainable development. | <p>Indicators</p> <p>SC3A: IFCA will record site-specific management considerations for MPA and report progress to the Authority</p> <p>SC3B: IFCA will publish data analysis and evidence supporting new management measures, on its website</p> <p>SC3C: Management information (e.g. sampling and/or survey results) will be collected periodically after new management measures have been implemented, to demonstrate their effectiveness.</p> <p>SC3D: IFCA will develop criteria-based management options, explained to stakeholders through website, reviewed annually by 31 March.</p> <p>SC3E: New IFCA management measures selected for development and implementation are delivered within agreed timescales</p> <p>SC3F: The IFCA will include shared agreed objectives and actions from Fisheries Management Plans in its own Annual Plan, which will be published by 31 March each year.</p> <p>SC3G: Progress made in relevant Fisheries Management Plan areas, including Maximum Sustainable Yield commitments, will be noted in the IFCA's Annual Report.</p> |
| <p>Success Criterion 4: IFCA's have appropriate governance in place and staff are trained and professional</p> | |
| <p>Definition: IFCA's are statutory authorities within the local government. Authority members may be either general members or local councillors. They comply with Codes of Conduct and Standing Orders. General members are appointed by MMO on merit, through open competition for a fixed term and are subject to an annual performance appraisal. IFCA are funded by levy on member councils and are accountable for its use of public resources. IFCA should ensure that a proper auditing regime is in place. It should make effective use of its resources, including staff and assets. An IFCA has a statutory obligation to prepare and publish Annual Plans and Annual Reports.</p> | |

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| <p>Outcomes</p> <ul style="list-style-type: none"> • IFCA will demonstrate a long-term strategic approach to sustainable management by having plan-making, review, update and amendment procedures in place. The IFCA will record its performance against corporate outcomes and indicators as soon as possible following the end of the financial year. • Staff performance management systems will be in place that link to the IFCA success criteria. There will be an induction procedure for new joiners. Staff training and development needs will be identified. Performance will be managed and, where necessary, improvement procedures will be followed. • The IFCA Committee will be supported by an organised, efficient and effective secretariat. New members will receive an induction pack and briefing from the Authority. There will be a rolling twelve month schedule of quarterly Authority meetings. Notices of meetings and documentation will be made available in line with Standing Orders. • IFCA Committee meetings will be held in public unless material is either confidential, or exempt within the meaning of the Local Government Act 1972. | <p>Indicators</p> <p>SC4A: The IFCA will publish a Plan on its website by 31 March, setting out the main objectives and priorities for the next financial year. A copy will be sent to the Secretary of State.</p> <p>SC4B: After the end of each financial year, the IFCA will publish a Report on its website describing its activities, performance and a summary of audited financial information in that year, by 30 November. A copy will be sent to the Secretary of State.</p> <p>SC4C: IFCA staff will have annual performance management plans in place. Annual appraisals for <u>all</u> staff will have been completed by 31 May each year.</p> <p>SC4D: An efficient secretariat of IFCA staff support IFCA Authority meetings which are held quarterly and are quorate. Meeting documentation will meet Standing Orders.</p> <p>SC4E: The IFCA will have demonstrated, in its Annual Report, how marine, land and water management mechanisms in the Inshore Fisheries & Conservation District have worked responsively and effectively together.</p> |
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| <p>Success Criterion 5: IFCA's make the best use of evidence to deliver their objectives</p> | |
| <p>Definition: IFCA's are statutory regulators for their Inshore Fisheries and Conservation District. Decision-making should be based on evidence. All IFCA's are supported by officers who pool their expertise and share best practice as a Technical Advisory Group (TAG). A programme of research activity and monitoring is planned, developed and updated in consultation with partners. The programme informs management decisions and supports justification for additional research and evidence gathering.</p> | |
| <p>Outcomes</p> <ul style="list-style-type: none"> • A strategic research plan that contributes to greater understanding of the marine environment and delivery of cost-effective management of sea fisheries resources. • Standard Operating Procedures describe how data is captured and shared with principal partners. • A list of research databases held by the IFCA and the frequency of their review. • Non-confidential meta-data collected through the IFCA research programme should be recorded in a database available to the marine research community. | <p>Indicators</p> <p>SC5A: The IFCA will demonstrate progress that has made towards identifying its evidence needs by publishing a research plan each year.</p> <p>SC5B: The IFCA will publish a research report annually that demonstrates how evidence has supported decision making.</p> <p>SC5C: The IFCA's contribution to TAG and progress that has made towards a national evidence needs programme will be recorded in the IFCA's Annual Report.</p> |