

**DEVON & SEVERN  
INSHORE FISHERIES AND CONSERVATION AUTHORITY**

**Minutes of the Finance & General Purposes Committee  
held on 11 December 2015 at Exeter Racecourse, Exeter**

**Present:** Elaine Hayes (Chair)  
Cllr Stuart Hughes (Devon)  
John Butterwith  
David Rowe  
Mike Williams  
Simon Pollentine  
Andrew Knights (NE)

**Also Present:** Tim Robbins (Chief Officer)  
Karlien Bond (Finance DCC)  
Angela Stirland (Finance DCC)  
Hazel Mitchell (D&S IFCA)  
Sarah Clark (D&S IFCA)

**Apologies:** Cllr Jim Knight (Devon)

**1. Apologies for Absence**

Apologies were noted

**2. Minutes of meeting held on 24 September 2015**

That the minutes be approved

Resolved

**3. Business Arising**

- a. Confirmed a paper on potential liability for action at an EU level for lack of protection afforded to Marine Protected Areas could fall on our funding Authorities was included as an information paper for the main Authority. A recommendation to invite Jason Lowther, who produced the paper, to provide a presentation at a future quarterly meeting would be made. **ACTION T ROBBINS**
- b. Confirmed that notification to all Authority members that future quarterly papers will be sent out by email only unless hard copies were specifically requested.

**4. Matters brought forward by the Chair**

- a. Further to a request from DEFRA to work more closely with the MMO to promote more effective working and provide a budget saving Phil Haslam, leading for the MMO has a budget of £30,000 to assist with this work. A request

for the 10 IFCA's to match fund and contribute £3,000 each was made. The Committee agreed to give the Chief Officer the option to exercise at his discretion to spend up to £3,000 which would be funded by the current 2015/16 budget underspend.

- b. The acquisition of Digitisation of Spatial Control Charts using the fishermen's electronic chart operating system to more accurately plot charts by way of a flash drive provided by the D&S IFCA for all mobile gear permit holders was discussed. Two companies had been approached; Seafish/Kingfishero were unable to undertake the work at present and Norcom Technology provided a quote of £4,200 to produce the chart system. Any future updates would be put on the website for download. The flash drives would be purchased using the 2015/16 underspend.

Recommendation to deliver digitised vector maps of all spatial management measures pertaining to the mobile gear sector for use on fishing vessels' plotters was proposed.

Proposed: Mike Williams

Seconded: Andrew Knights

All in favour

## 5. **Budget Monitoring Report**

Indications are at month 7 that the budget will show an underspend at year end of £44,600. This is predominantly due to savings in employee wages due to late recruitment and increase in income due to permit fees from the diving and potting permit byelaw introduction. The slight overspend in other areas of the budget will be covered by the current underspend.

The current projected General Reserve Fund balance as at 31 March 2016 is £570,205.

## 6. **a. Minutes of the Budget meeting held on 16 November 2015**

The following actions arising from these minutes have been completed and rolled into the paper at Agenda Item 6b for approval by the Committee.

- i. Mrs Stirland forwarded a breakdown in the staff cost figures to Cllr Jim Knight.
- ii. The AIFCA have accepted our proposed reduction of £2,000 to their annual contribution for 2016/17. Following a request from the Chair of D&S IFCA It was agreed the AIFCA would commission a piece of work to look at whether the Associations structure was fit for purpose and how it was going to be going forward.
- iii. Referring to who pays MMO expenses the Chair informed the Committee that after checking the Marine and Coastal Act 2009 it specifically states that the MMO role is to 'appoint', not 'fund' MMO Appointees which makes the IFCA still responsible to pay their expenses incurred.

## **b. Budget Setting**

The Revenue Budget and Capital Programmed for 2016/17 was put to the Authority for discussion with the following changes incorporated:



## **Attendance**

“If a member of the group fails to attend three consecutive meetings without giving an apology or nominating a substitute then the member can be removed from the group by a simple majority vote of the group”.

Proposed: Cllr Stuart Hughes

Seconded: Mike Williams

All in favour

## **10. Staffing Issues**

- a. It was decided the hours for the Communications Officer post be reduced from 37 to 30 hours per week to be more flexible and was put out to advert. Only 8 completed applications were received of which none were considered suitable for the role and no interviews were held.  
A review on how to fill the post was discussed and it was decided to look into an external communications company to provide help initially with the possibility of re-advertising at a later date.
- b. Interviews were held on 10 December 2015 for a new PhD Student with the research concentrating on Bass management within the district. Thomas Stamp was offered and accepted the position and he will start in January 2016.

## **11. Health & Safety**

There were no Health & Safety issues to report.

## **12. Any Other Business**

- a. The Environment Agency are currently undertaking a full review on their vessel fleet. Proteus, the vessel we charter from the EA with is currently out for repair and indications are that she will not be put back into service. A short term solution to ensure a vessel is available has been looked into and a plan to bring in a 11m covered rib, designed as a patrol vessel has been sourced. The crew are due to undertake sea trials on 14 December 2015 to ensure she is fit for our purpose. The cost would be £495.00 per day using her 3 times per week and would be funded through the 2015/16 budget underspend.  
The Chief Officer intends to try and get the situation sorted with the Environment Agency early in January 2016 when they have completed their vessel review. Bids for European funding where there is a possibility of obtaining 90% funding towards a new patrol boat opens in January which will provide help in procuring a replacement vessel.

## **13. Date of next meeting**

Thursday 17 March 2016 – Brixham Laboratory, Brixham