



# Annual Plan 2015-2016

## *IFCA Vision*

*“Inshore Fisheries and Conservation Authorities will lead, champion and manage a sustainable marine environment and inshore fisheries, by successfully securing the right balance between social, environmental and economic benefits to ensure healthy seas, sustainable fisheries and a viable industry.”*

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## 1. Introduction

This is the fourth annual plan for the Devon & Severn Inshore Fisheries and Conservation Authority. This is the last year in which Defra has committed their initial tranche of New Burdens funding to the IFCAs. Following an announcement April 2014, by the Minister, the New Burdens funding has been extended until the end of the 2015/16 financial year. Continued uncertainty over the future of this important funding will be a major issue for the D&SIFCA this year, especially towards the end of the year when a new budget will have to be agreed for 2016/17.

Gloucestershire County Council, South Gloucestershire Council, Bristol City Council, North Somerset Council and Somerset County Council are still seeking for a change in the boundaries of the D&SIFCA to remove them from IFCA. The councils have commissioned a report from consultants and are in discussion with Defra and the other funding Authorities to seek a way forward. Any consultation on changes in the boundaries of the D&SIFCA will inevitably be a drain on budget and staff time towards the end of the year.

Since the announcement of the change of approach to the management of fisheries within marine protected areas (MPA), by Defra in February 2103, a large amount of IFCA time and resource has been concentrated on the delivery of a very ambitious timetable to implement protection for all sites by the end of 2016. Consultation on the second tranche of Marine Conservation Zones will be completed during 2015 and new sites identified to the D&SIFCA for protection. The work required has been laid out in the annual D&SIFCA Research Plan.

Protection of the bass stocks has become a priority at a European, national and local level with a great deal of effort needed to bring about management changes to enable an 80% reduction in fishing mortality. This will require a coordinated approach from the EU, Defra as well as the IFCAs to deliver as soon as is possible. A paper setting out the current situation and what the D&SIFCA proposes to do as part of the solution has been presented to the Authority and will be available of the website.

Work with Recreational Sea Anglers will continue this year to help develop the current angling zones and to monitor their performance. Survey work will continue looking at bait collection around the district as well as officers attending angling events to help promote the work of D&SIFCA as well as anglers being able to voice concerns direct to officers.

With the introduction of the new permitting byelaws for potting and diving the work will move from development to the enforcement of these new permits. Work will also need to be undertaken over the coming year to assess the impact of the new byelaws and their protection of the shellfish stocks within the district. As a result of this change of emphasis on the shellfish stocks this will become part of routine work and is therefore removed from the action plan priority list.

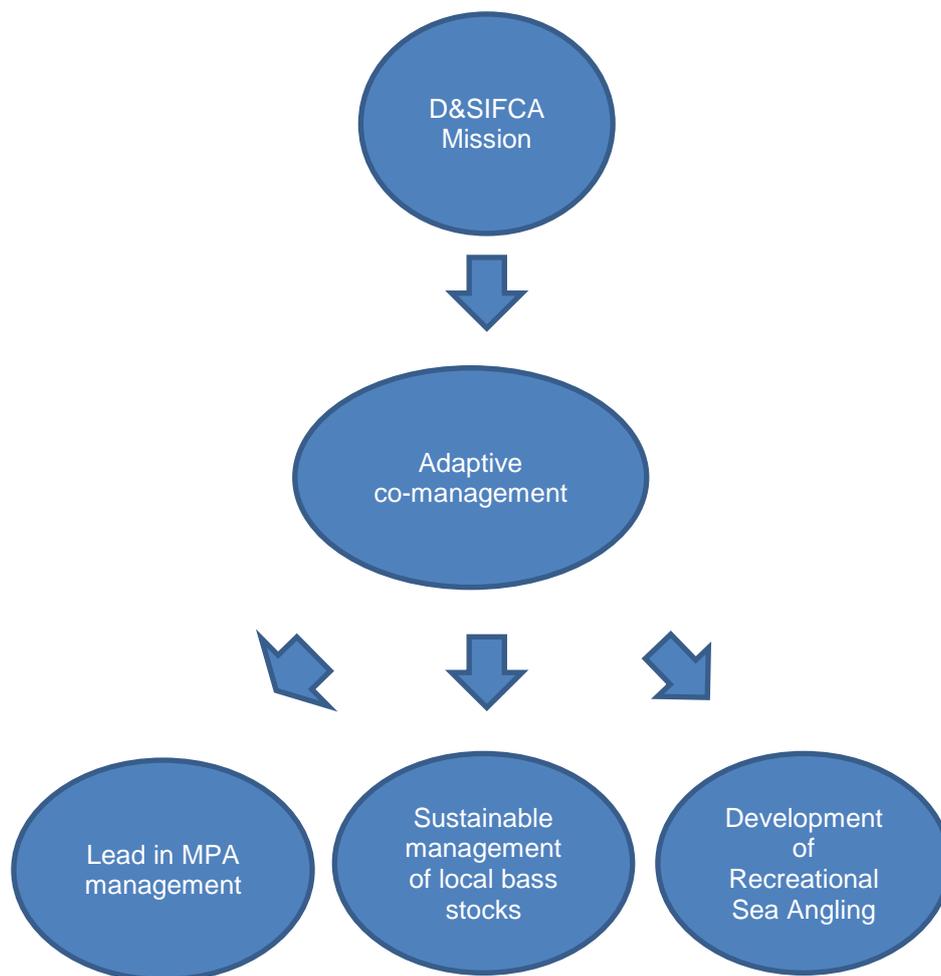
This year will again be a challenging and busy year for the officers and members of the Authority with expectations to be met from national and local organisations, to deliver the protection required for MPA, to continue to enforce the current byelaws and to continue with the byelaw review process to ensure that all D&SIFCA byelaws provide flexible and adaptive management for the entire district.

## 2. SWOT Analysis

The following SWOT analysis was initially developed by the IFCA. It outlines both the challenges and opportunities facing the D&SIFCA in delivering its annual plan. The analysis will be useful when reflecting on the success of the annual plan in the annual monitoring report.

STRENGTHS:	WEAKNESSES:
<ol style="list-style-type: none"> <li>1. Locally delivered fisheries &amp; environmental management</li> <li>2. Partnership working with Defra organisations</li> <li>3. IFCA committee oversight of the process</li> <li>4. Sub Committee delivery of key objectives</li> <li>5. Experienced &amp; Trained staff</li> <li>6. Flexible and adaptive approach to fisheries and conservation</li> <li>7. Ministerial Support</li> <li>8. Modernised powers</li> <li>9. Close working with NGO sector</li> <li>10. Strong Research Ability</li> <li>11. Organisational Intergrity</li> <li>12. Skills of the Authority members</li> <li>13. Delivering Projects on time</li> </ol>	<ol style="list-style-type: none"> <li>1. Resources being directed by national issues.</li> <li>2. Size of the area in relation to resources</li> <li>3. Lack of understanding of new duties amongst IFC Authority</li> <li>4. Managing a large and complex committee structure</li> <li>5. Small team under pressure to deliver large areas of work.</li> <li>6. Not in full control of district fishery legislation</li> <li>7. Full integration difficult to achieved</li> <li>8. Scope for potential overlap with other relevant authorities</li> <li>9. Lack of effective national voice</li> <li>10. Lack of budget to carry out work required.</li> </ol>
OPPORTUNITIES:	THREATS:
<ol style="list-style-type: none"> <li>1. Partnership working with Defra funded organisations</li> <li>2. MOU's and co-delivery</li> <li>3. Partnership with universities</li> <li>4. Community level engagement</li> <li>5. Delivering sustainable development</li> <li>6. Develop better marine protection</li> <li>7. Social, Economic and environmental gains</li> <li>8. Underpinning IFCA planning through sound, enhanced scientific information for the whole IFCA area</li> <li>9. Maximise opportunities to deliver statutory duties</li> <li>10. Develop improved inshore management through byelaw review.</li> <li>11. Make longterm improvements to the inshore environment.</li> <li>12. Develop the model of transistion to allow for new and innovative funding to be accessed to improve delivery by the organisation.</li> <li>13. Use of new innovative technology</li> </ol>	<ol style="list-style-type: none"> <li>1. Removal of New Burdens Funding</li> <li>2. Redrawing of the IFCA Boundaries in the Severn Area</li> <li>3. Lack of support from Severn authorities</li> <li>4. Limitations of funding available</li> <li>5. IFCA perceived as low priority by councils</li> <li>6. Failure to comply with legislation</li> <li>7. Failure to meet DEFRA new approach to EMS management</li> <li>8. Increased regulation as a result of new MCZ</li> <li>9. Failure of support from local people</li> <li>10. Tight timescales and DEFRA's expectations</li> <li>11. Unrealistic expectations from third parties</li> <li>12. Fear from fishermen may limit engagement</li> <li>13. Poor perception as a result of unpopular decisions</li> <li>14. Lack of understanding</li> </ol>

### 3. Priorities



Action	Delivery Priorities
1. Leading MPA Management	i) MCZ Management
	ii) High Risk Amber in EMS
	iii) Introduction of iVMS
	iv) Re-evaluate Red Risk management
2. Management of local Bass	i) Undertake review of BNA locally
	ii) Map bass aggregation sites offshore
	iii) Ensure representation at national meetings
	iv) Harmonise management with adjacent IFCA
3. Development of RSA	i) Monitor current Angling Zones
	ii) Survey of Bait Species & Bait Collection Sites
	iii) Work with local RSA Clubs & Associations
	iv) Netting byelaw

## 4. Action Plan

### *Outline of Challenges for 2015 – 2016*

This annual plan lays out the main activities and actions to be undertaken in 2015-16.

There are three targeted areas where the D&SIFCA will be able to lead and develop best management practice to provide a benefit to those who live and work within the IFCA district. These will be to lead on the protection of the Marine Protected Areas network within the district, protection of bass stocks within the district and recreational sea angling development. These three areas are linked to the mission statement for the D&SIFCA and help to deliver adaptive co-management of the sea fish resources for the district. These work streams have been developed through adherence to Ministerial guidance and stakeholder feedback.

#### **Lead on MPA Management**

The first tranche of Marine Conservation Zones (MCZ) were designated by the Minister on 21<sup>st</sup> November 2013. The MCZ were enacted through the Marine and Coastal Access Act 09 (MACAA). Consultation on tranche two started in January 2015. The IFCAs were set up to manage the new MCZ and were given specific powers and requirements to undertake the role. With the designation of any sites in the D&SIFCA district work on producing management schemes to further the conservation objectives of the sites will be required. Several of the sites are co-located within current European Marine Sites (EMS) but will still require management measures in tandem with the EMS to protect and in some cases aid the recovery of the named feature.

Following the revised approach by Defra in October 2012 there was a requirement for the management of the red risk fisheries within EMS by January 2014, this was delivered by D&SIFCA within the required time frame. This years' work will revolve around projects providing management measures required to protect the EMS features from the Amber risk fisheries activity that have to be completed by December 2016. This will involve assessing all the fisheries interactions identified in the national matrix as amber and fitting them into an individual site assessment plan. The plan will identify the high risk ambers which will require management in order to reduce the risk of damage to the features of the site. As part of the process each amber will require a Test of Likely Significant Effect to help establish the risk, if the activity is high risk then an Appropriate Assessment will be required which may necessitate further research in order to assess the full impact of an activity and the required management action.

The D&SIFCA has seven European Marine Sites (EMS) within the district all of which have fishing activities which are considered to be amber risk within the national matrix. Four of the EMS have shared boundaries with another IFCA or in the case of the Severn EMS a boundary with the Welsh Government. One site has two IFCAs and the MMO as the managers for the fishing activity. The drawing up of management measures to protect the sites from fishing activities by the end of 2016 will require a great deal of joint working to produce coherent protection for the sites. In total there are 1,110km<sup>2</sup> of EMS within the D&SIFCA district or part of joint management sites for the IFCA.

With the amount of work required to deliver the expected outcomes within some very ambitious targets the work on management of the MPAs will take priority over all other work. The risk to the D&SIFCA and the funding Authorities dictates that this must be the priority for this year and up until the end of 2016. The D&SIFCA is well placed to undertake this area of work but will depend heavily of partner organisations delivering their work on time to allow the work of the IFCA to progress on schedule.

The byelaw review process, already underway, will help the IFCA to address some of MPA issues with improved capability through a more flexible approach to fisheries management. The D&SIFCA have pioneered this approach using the new byelaw powers afforded by MACAA. The new Permitting Byelaws for fishery activities within the district will help to provide a flexible and adaptive approach. All byelaws that are proposed by the IFCA will require an Impact Assessment (IA). This will give a level of detail required for all new legislation and will be used as part of the consultation process prior to the signing of any new byelaws. These will provide the main framework for the IFCA's management and protection of the EMS as well as providing flexible management for the entire district.

The potential use of modern and innovative technology will allow for the tracking of fishing activity within the district and it is hoped to build upon trials work that has been undertaken, to allow greater use of inshore vessel monitoring systems (IVMS) to provide confidence as part of greater flexible management.

The second area of work required for the management of the EMS is accurate mapping of the features of the EMS that require protection. Some mapping has been undertaken by NE and this will need to be built upon in order for the IFCA permitting byelaw approach to work correctly. The provision of buffer zones in order to give full protection to the features will also be required and this can only be based in accurate initial mapping of the site. The second part of the research work will require data to be collected on the interaction of fishing activities labelled as amber within the matrix to assess the possible management measures required to provide protection to the features of the EMS by 2016. Some studies have already commenced but other fishing interactions will need research this year and then to be built upon in subsequent years. There will be a requirement for local as well as national research to be conducted in this area.

Additional issues that will need to be studied and addressed as part of this new management approach will be the displacement of fishing effort to other parts of the district, to other species/fisheries and the possible detrimental effects on other IFCA districts as a result of management plans within the Devon & Severn district.

One of the difficulties in the IFCA planning process and budgeting is predicting the amount of work that D&SIFCA will face in delivering and implementing its duties and powers connected to the byelaw review process with impact assessments required and with the management of the EMS. It is also hard to predict exactly the levels of management and enforcement that will be connected with the MPA process within D&SIFCA district. Once the amount of time and resources D&SIFCA will apportion to these key tasks has been established, long term planning of D&SIFCA resources should become more straightforward.

## **Sustainable Management of Local Bass Stocks**

European sea bass (*Dicentrarchus labrax*) is an important fish species in Northwest Europe to both commercial fishermen and recreational anglers. Its biology, in particular its slow growth rate, temperature dependent recruitment and schooling behaviour at inshore and offshore sites, makes it a particularly vulnerable species to overfishing. Coupled with greatly increased market demand, the natural and anthropogenic pressures on European sea bass have led to a major decline in abundance, leaving stocks at a potentially critical level.

Sea bass is an extremely important target species in the Devon and Severn IFCA district. The species is taken by both fixed and drift net, by longline and rod and line fishing. Netting for sea bass takes place in all Devon estuaries outside the BNA closure dates. Whilst the majority of netting outside of estuaries occurs in the summer, local observations suggest that adult bass don't seem to be moving offshore so much and the period has extended from late spring through to Christmas time. The boats involved operate from all ports within South Devon. Rod and line boats target the inshore wrecks in the summer and the East banks south of the Mew Stone. Additional hotspots for commercial rod and line targeting of sea bass occur at Berry Head, outside the River Dart, Eddystone and Start Point. Rod and line fishing for sea bass from kayaks seems to have increased significantly and not being a powered vessel means fish can be sold without a fishing vessel licence.

Bass is also of great importance to recreational anglers throughout the south and south west of England. It is targeted from both the shore and private boats and is also an important species for the charter boats operating on the south and north coasts of the district. In 2012 D&S IFCA identified 73 angling charter boats operating out of ports on the south coast of Devon and 38 boats operating out of North Devon and the Severn Estuary. It is extremely difficult to quantify the importance of one species to recreational angling as a whole, but the existence of the extremely active and engaged organisation dedicated to the conservation of the species; Bass Anglers Sportfishing Society (B.A.S.S) goes some way to determining the importance of the fish to the recreational sector. Recreational anglers have been campaigning for an increased MLS applicable to all sectors for some time now, and minimum club sizes for sea bass far exceed the legal MLS, for example the bass MLS for the Bristol Channel Federation of Sea Anglers is 55cm.

In order to achieve the 80% reduction in fishing mortality called for by ICES (2014), new management is required which will reduce fishing effort proportionally across the offshore, inshore and recreational sectors.

International and national legislation is currently being developed and will take the lead in many areas required to deliver large scale management required to protect the majority of the channel bass stocks.

During this year Devon and Severn IFCA will formally identify the opportunities for local management which will complement the International and National measures brought in to address the recent decline in bass stocks. It is thought that these measures will relate to:

- A review of current Bass Nursery Areas and identification of possible ways of strengthening protection inside these areas
- A review of other areas in the district where bass are known to aggregate and may be particularly vulnerable to exploitation

Devon and Severn IFCA are working closely with Southern and Cornwall IFCAs to align management as closely as possible.

### **Development of Recreational Sea Angling**

The third area of development work for the IFCA this year is an increased focus on recreational sea angling (RSA) within the district. Work undertaken during previous years has identified important areas to the RSA sector and the need for protection of some of the sites through the introduction of angling zones as well as addressing concerns over illegal fishing and fish minimum landing sizes. Greater engagement with the RSA sector will be promoted during the year. A full audit will be undertaken to allow the IFCA to make decisions over possible future development for the angling sector in this important area nationally to the RSA building on the national Angling 2012 programme and the continued work by the IFCA in 2013. This work has been used to develop an RSA Strategy for the district and work will continue to develop a greater understanding of the RSA sector within the district. Work will also commence on a netting byelaw for the whole district which can be used to manage illegal netting activity in the estuaries and may also be able to deliver zones for RSA activity.

### **General Work Areas**

Risk based enforcement frameworks are key to the new work of the IFCA. Implementing this framework is a key component of meeting many of the high level objectives set for the IFCA. A key part of developing and delivering this framework will be compiling a risk register for the district and then using this table to evaluate and rank risk. These tools can then be used to inform enforcement policy and to allocate enforcement resources.

To continue the IFCAs work of building strong relationships with partner organisations and stakeholders by developing new and more efficient ways of working. The MoUs signed during year one will be reviewed and amended as necessary. Through the development of memoranda of understanding (MOUs) with key partner organisations, agreement has been reached regarding shared use of resources and data, wherever possible, including sharing training facilities. The locally agreed annexes to the main MoUs will be developed further to increase the collaboration between the organisations.

The enforcement plan and research plan for 2015/16 will be published in separate documents but should be linked to the Annual Plan for context. The Risk Assessment carried out in the Annual Plan covers both these areas of work.

## 5. Budget

	<b>2014/15 Base Budget</b>	<b>Base Budget Adjust- ments</b>	<b>Inflation</b>	<b>2015/16 Budget</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Employees	477,900	12,700	800	491,400
Premises	38,000	(3,900)	600	34,700
Transport	32,900	800	600	34,300
Supplies & Services	72,800	(2,800)	600	70,600
Boat Costs	72,800	(10,300)	800	63,300
Support	20,300	3,000	0	23,300
Fees & Charges	(13,100)	(2,800)	(100)	(16,000)
<b>Total</b>	<b>701,600</b>	<b>(3,300)</b>	<b>3,300</b>	<b>701,600</b>

	<b>2015/16 New Burdens Funding</b>	<b>2015/16 Indicative Levy</b>	<b>Variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Bristol City Council	50,851	39,640	(11,211)
Gloucestershire County Council	122,428	101,522	(20,906)
North Somerset Council	42,574	32,484	(10,090)
Somerset County Council	133,952	111,484	(22,468)
South Gloucestershire Council	38,110	28,625	(9,485)
<b>Total New Authorities</b>	<b>387,915</b>	<b>313,755</b>	<b>(74,160)</b>
Devon County Council	21,382	330,384	309,002
Plymouth City Council	0	32,975	32,975
Torbay Council	0	24,486	24,486
<b>Total All Authorities</b>	<b>409,297</b>	<b>701,600</b>	<b>292,303</b>

## Appendices

### Work Plan 2015/2016

#### Success Criterion 1: IFCA's have sound governance and staff are motivated and respected

Action	Intention	Performance indicator	Q1	Q2	Q3	Q4
Gather evidence/information to feed into next years' annual plan, ensuring it reflects Member, staff and stakeholder input.	Annual plan (2016/17) published by end of April 2016.	Plan is published by 30 April 2016.			←————→	
Work stream started toward developing management plans which have to be in place by April 2015. Target missed.	Long term approach to sustainable marine management can be demonstrated.	Work is started to identify issues impacting on sea fisheries resources in the District.	←————→			
Identify any gaps in capability of IFCA.	Develop a people capability strategy.	Staff resources and capability assessed against IFCA objectives and duties.	←————→			
Staff management system implemented	Staff management system continued and improved	Training and development plans are developed during year through completion of staff appraisals.	←→		←→	
Develop system to allow staff and Members to contribute to, and comment on IFCA policies and business.	System is in place to allow staff and Members to contribute to all IFCA policies and business.	Work will have started to develop suitable system to allow staff and Members to contribute to all IFCA policies and business.	←————→			
To set up succession planning with regard to senior staff and Authority members	To deliver a report to the authority that identifies how the Authority will manage loss a key members	Report to be produced for the Authority AGM in June 2016				←→
For all staff and equipment of the Authority to comply with relevant Health and Safety legislation	To report quarterly to the Authority on any issues regarding H&S that has occurred during the past quarter	Staff members remain safe whilst working for the Authority and stakeholders are not endangered by the activity of IFCA staff	←→	←→	←→	←→

**Success Criterion 2: Evidence based, appropriate and timely byelaws are used to manage the sustainable exploitation of sea fisheries resources within the District.**

Action	Intention	Performance indicator	Q1	Q2	Q3	Q4
Assessment work on the byelaws being consulted on during 2015 to allow the byelaws to be in place by the end of December.	Undertake full impact assessment for the byelaw and draft the completed byelaw for consideration by Defra	That the proposed byelaw is in place by the end of December 2015	←————→			
Work within Defra guidance for making byelaws and followed by relevant officers and all Members.	Ensure that all newly made byelaws follow national guidance	All byelaws will meet Defra Guidance.	←————→			
Work with partner organisations to help identify necessary data required, and best formats for storage/use.	To develop a process for dealing with agreed interventions quickly, efficiently and effectively, particularly for emergency byelaws.	All new work is initiated to ensure necessary records and database systems are in place to inform decision making.	←————→			
Data to be provided to enable the byelaws to be enacted using the best available information.	That research work be undertaken to provide best available information to byelaw process.	Byelaws are accepted and signed off by Defra.	←————→			
D&SIFCA to develop plans to sustainably manage the Recreational Sea Angling within the district.	Work toward developing management plans for all RSA as part of the byelaw review	Production of management measures that are proportionate and accepted as part of the new byelaw	←————→			
Use new and novel technology to improve monitoring of fishing activity within the district.	Continue participation within Inshore Vessel Monitoring System trials and further development to enable successful deployment	System specification to be presented to the Authority for type approval and inclusion within byelaw making powers by June 2015	←———→			
Carry out Appropriate Assessments on all fishing activity to be permitted by new byelaws within EMS	As part of the byelaw process Appropriate Assessments will be carried out	Inclusion of AA within each byelaw application and permit alteration.	←————→			

**Success Criterion 3: A fair, effective and proportionate enforcement regime is in place**

Action	Intention	Performance indicator	Q1	Q2	Q3	Q4
Continue to develop a risk based enforcement plan. Review quarterly and at end of year.	Risk based enforcement plan produced and in operation. Stakeholders are aware of the contents.	Risk based enforcement plan is published on D&SIFCA website by April 2015	→	↔	↔	↔
Continue the development of a code of conduct for inspections, aligning D&SIFCAs activity and procedures with national standards.	IFCOs conduct professional inspections consistent with those of other enforcing authorities.	Code of conduct will have been revised by 30 October 2015. It will be available from the website and the office.		↔		
Work with partner organisations to develop a SLA regarding provision of standardised enforcement training.	Standardised enforcement training is available nationally and between enforcement authorities (IFCAs, MMO and EA).	SLA will be reviewed during 2015 in conjunction with partner organisations.				◆
Nationally determined standards are developed for officers' enforcement knowledge and performance.	Suitable standards are produced for assessing officers' enforcement knowledge and performance. For any officer not reaching the standard, a personal development plan will be agreed.	Nationally determined standards will be regularly reviewed.				◆
All enforcement officers to undertake national four year enforcement training.	All IFCOs are trained to national standards	Officers attend enforcement training on a rolling basis.				↔
Consider the impact associated with displacement of effort following changes to byelaws	Assess the impacts on other fisheries, stocks and adjacent districts during development of byelaws	All new byelaws will include a consideration of effort displacement as part of the IA		↔		

### Success Criterion 4: IFCA's work in partnership and are engaged with their stakeholders

Action	Intention	Performance indicator	Q1	Q2	Q3	Q4	
Work with partner organisations to agree national MOUs, outlining ways of working and sharing of information.	Production of practical and workable national MOUs with partner agencies.	MOUs to be reviewed and amended annually.				↔	
Discuss with partner organisations if specific and additional SLAs are required.	Determine if additional SLAs are necessary, if they are, suitable documents are developed. They will be reviewed annually.	The need for additional SLAs will have been assessed, and, if required, documents will have been developed and agreed by June 2015.	↔				
Develop a database from the current list of stakeholders. Review every six months.	Develop a strategy of engagement with the wider public.	A database of stakeholders will be updated every six months.	→		↔		
Forms and other documents to be made electronically available via the D&SIFCA website.	To assist stakeholders, all regular forms (statistics and application forms etc) will be available from the D&SIFCA website, in addition to paper copies.	D&SIFCA website will give access to current information and all regular forms and documents may be downloaded by stakeholders.	↔		↔		

### Success Criterion 5: IFCA's make the best use of evidence to deliver their objectives

Action	Intention	Performance indicator	Q1	Q2	Q3	Q4
Develop strategic research plan, consult and incorporate relevant comments, Committee considers and approves following any necessary amendments.	A strategic research plan is produced following full consultation with Members, partner organisations and other stakeholders.	Committee signs off review of strategic research plan (2014 – 2018) by 30 <sup>th</sup> June 2015.	←————→			
Develop an action plan of how key, mutually-beneficial information is to be shared between IFCA's and other key delivery partners.	An action plan developed regarding sharing of relevant information.	Annexes setting out this work will be produced for each individual MOU and reviewed every six months	←→		←→	
Representative research/scientific officer(s) to attend annual science conference	Annual scientific conference is attended to help develop best practice and common understanding of approaches, methodologies and protocols across all IFCA's.	D&SIFCA officers will attend annual IFCA scientific conference. Report made to the Authority at next quarterly meeting.			←→	
Representative D&SIFCA officer(s) to be proactively involved in TAG and other relevant national networks to share best practice.	D&SIFCA will have information to hand to make decisions, obtained from methods, protocols that follow best practice and have been developed nationally.	D&SIFCA officer will be proactively involved in relevant evidence networks to share best practice e.g. TAG.	←————→			
Ensure annual plan demonstrates the use of evidence, resources and capability as per the strategic research plan.	All annual plans will use the best possible sources of information including the strategic research plan.	2015/16 Annual plan and report will demonstrate use of evidence, resources and capability as per the strategic research plan.				←→
Additional research within the whole district to be linked to funding authority area in final report.	Identify areas where research is required to fill gaps to allow IFCA to make management informed decisions.	Research projects reported on annually	←————→			



## Success Criterion 7: IFCA's are recognised and heard

Action	Intention	Performance indicator	Q1	Q2	Q3	Q4
Effectively engage with local and central government and partner organisations.	AlFCA is well run, to represent the interests on a collective and national basis.	D&SIFCA will be actively involved with the good governance and direction of the Association of IFCA's	←————→			
Arrange/attend regular liaison meetings and <i>ad hoc</i> joint or collaborative activities.	Efficient and effective partnership working is embedded into the D&SIFCA (and partner organisations).	Regular liaison meetings will be held every six months. Joint and collaborative activities will be attended.		↔		↔
A communication strategy is constantly kept under review.	Promotional/communication plans are developed as part of a listening and learning policy.	Strategy for promotion of D&SIFCA's work will be reviewed by December 2015			←————→	
A "compliments, comments and complaints" data collection system to be developed.	Feedback forms will be sent to interested groups for comment on the work of the IFCA.	Annual feedback responses will be published in the annual report.	←————→			
D&SIFCA website updated monthly.	Website is up to date with relevant information and all forms are available for stakeholders to access.	Records kept showing D&SIFCA website is reviewed and updated monthly.	↔	↔	↔	↔
All D&SIFCA officers will be provided with, and will wear new IFCA uniforms.	Officers are recognised and respected as IFCOs.	All D&SIFCA staff are badged and are recognisable as IFCA officers	←————→			
Develop staff appraisal system suitable for D&SIFCA staff.	Staff appraisal system introduced to measure standard of behaviour toward and interaction with stakeholders and officers/staff of partner organisations.	Staff appraisals will be undertaken yearly with a six monthly review process.		↔		↔
Produce an annual report on the work of the D&SIFCA	To produce a report detailing the work of the IFCA in the previous year.	Annual report delivered to the SOS and published on the IFCA website.		←————→		

## Risk Assessment Matrix

Description	Risk High 4 - 3 - 2 - 1 Low				Mitigation	Residual Risk
	Impact	Likelihood	Financial	Reputation		
Degradation of environmentally sensitive/ designated areas due to fishing activity	4	2	3	4	<ul style="list-style-type: none"> <li>• Effective enforcement</li> <li>• Undertake an adaptive co-management approach to fishing</li> <li>• Work closely with Management groups for MPAs</li> <li>• Undertake Strategic Environmental Assessment for district.</li> <li>• Introduction of proactive public education and outreach programme</li> <li>• Continue present data gathering</li> <li>• Undertake audit of environmental features likely to be affected by fishing activity</li> <li>• Use of new technology to monitor fishing activity within the district.</li> </ul>	2
	Loss of important habitat and species	Environmental welfare a statutory material consideration in IFCA management decision making process	<p>Fisheries responsible closed.</p> <p>Increased pressure from conservation groups to stop fishing activities</p> <p>Possible Judicial Review &amp; possible breach of UK statutory duties &amp; possible EU Infraction with financial liability for local taxpayers</p>	IFCA not meeting statutory duties under EU & UK conservation legislation.		Fishing activity can damage protected habitat and species.

Description	Risk High 4 - 3 - 2 - 1 Low				Mitigation	Residual Risk
	Impact	Likelihood	Financial	Reputation		
Enforcement activities conducted in an unprofessional and uncoordinated manner.	4	2	3	4	<ul style="list-style-type: none"> <li>• Regular staff meetings</li> <li>• Regular staff training</li> <li>• Staff appraisals</li> <li>• All IFCOs receive regular PACE training</li> <li>• All seconded officers receive regular training.</li> <li>• Code of Conduct for inspections at sea and ashore developed</li> <li>• Standard boarding forms developed</li> <li>• Standard legislation notes provided to all IFCOs</li> <li>• Legislation notes regularly updated</li> <li>• IFCO trained alongside MMO boarding officers</li> <li>• Adequate budget identified for training of IFCOs</li> <li>• Compliance &amp; Enforcement Strategy published on website</li> </ul>	2
	<p>Inconsistent approach to fisheries enforcement.</p> <p>Enforcement problems and non compliance with legislation.</p> <p>Poor morale amongst IFCA staff.</p>	<p>Misinformation may be given by officers or information may be misinterpreted by fishermen.</p>	<p>Wrong interpretation of legislation may lead to loss of earnings of fishermen.</p> <p>Possible financial liability incurred for local taxpayers</p> <p>Uncoordinated enforcement may lead to over regulation by enforcement bodies.</p> <p>Failure of court cases with a loss of 'cost recovery'</p>	<p>Failure to carry enforcement efficiently and effectively reflects poorly on the IFCA</p>		<p>Considerable resources are directed towards officer training but frequent changes to legislation and human error can lead to mistakes being made.</p>

Description	Risk High 4 - 3 - 2 - 1 Low				Mitigation	Residual Risk
	Impact	Likelihood	Financial	Reputation		
Failure to maintain survey/ sampling programme.	4	2	4	4	<ul style="list-style-type: none"> <li>• Work plans developed for research staff</li> <li>• Research staff well qualified and experienced with local fisheries</li> <li>• Good communication with relevant organisations and local fisheries</li> <li>• Contingency plans developed</li> <li>• Work in partnership with relevant research groups</li> <li>• Partnership working with fishing industry and environmental partners</li> <li>• Use of seconded staff with additional expertise.</li> <li>• Use of outside agencies to undertake specialist work areas.</li> </ul>	2
	<p>Lack of accurate data leading to poor management of fisheries.</p> <p>Collapse of stocks.</p> <p>Decline in bio-diversity</p> <p>Loss of public amenity</p> <p>Degradation of the wider environment.</p>	<p>Well trained and qualified staff.</p> <p>Regular survey programme</p>	<p>Closure of a fishery due to over exploitation of stock.</p> <p>Fisheries not opened due to insufficient information available to gain consent through an Appropriate Assessment.</p> <p>Potential breach of UK statutory duty and EU infringement</p> <p>Possible Judicial Review with financial liability incurred by local taxpayers</p>	<p>High expectation that fisheries and environment are well managed by IFCA</p>		<p>Planned surveys lost due to poor weather or lack of survey vessel.</p> <p>Change of conditions for an Appropriate Assessment.</p>

Description	Risk High 4 - 3 - 2 - 1 Low				Mitigation	Residual Risk
	Impact	Likelihood	Financial	Reputation		
Failure to fully engage with stakeholders	4	3	4	4	<ul style="list-style-type: none"> <li>• Regular contact with nature conservation bodies</li> <li>• Establish effective dialogue with relevant stakeholders</li> <li>• Introduction of proactive public education and outreach programme</li> <li>• Regular contact and dialogue with fishing industry, both commercial and recreational.</li> <li>• Dissemination of all survey data and management proposals</li> <li>• Respond to all relevant consultations</li> <li>• Improved website design</li> <li>• Regular/structured liaison with other enforcement agencies</li> <li>• Develop communication strategy</li> <li>• Publish quarterly reports on IFCA website</li> <li>• Develop a database of stakeholders and regularly update</li> </ul>	3
	<p>Conflict between different stakeholders.</p> <p>Non compliance with fisheries and environmental legislation.</p>	Difficult to identify and consult with relevant stakeholders	<p>Stakeholder requirements are not considered in management of the IFCA district fisheries.</p> <p>Possible breach of UK statutory duties &amp; administrative law.</p> <p>Possible EU infringement.</p> <p>Possible financial liability for local taxpayers</p>	<p>Lack of trust in the IFCAs management processes.</p> <p>Misunderstanding of the IFCAs role</p>		Further improvement to contact with NGOs and other stakeholders needs to be targeted.

Description	Risk High 4 - 3 - 2 - 1 Low				Mitigation	Residual Risk
	Impact	Likelihood	Financial	Reputation		
Injury to staff due to unsafe working practices	4	2	4	3	<ul style="list-style-type: none"> <li>• Safety training register maintained</li> <li>• Adequate budget to cover all training requirements</li> <li>• Well trained staff</li> <li>• Risk assessments available and regularly reviewed</li> <li>• High quality PPE issued to all staff</li> <li>• Scheduled safety drills conducted on vessel</li> <li>• Lone Working Policy adhered to.</li> <li>• Conflict Resolution Policy developed</li> <li>• Boarding Policy developed</li> <li>• Indemnity insurance obtained &amp; maintained</li> </ul>	3
	Death or injury to staff	Well trained staff  Provision of high quality safety equipment  Well maintained IFCA assets	Injury claims, tribunals  HSE/MCA investigations  Possible criminal & civil proceedings with potential financial liability to local taxpayers	Poor morale of staff leading to problems with recruitment & retention  Increased surveillance by regulatory authorities of IFCA's procedures and practices, with attendant costs		Regularly working in hazardous environments  Difficult to mitigate for accidents  Difficult to mitigate for the actions of third parties

Description	Risk High 4 - 3 - 2 - 1 Low				Mitigation	Residual Risk
	Impact	Likelihood	Financial	Reputation		
Failure to maintain effective financial management and control	4	2	4	4	<ul style="list-style-type: none"> <li>• External audit of accounts</li> <li>• DCC audit of accounts</li> <li>• Finance sub-committee in place to review budgetary spend</li> <li>• Policy developed with regard to the Bribery Act 2010.</li> <li>• Restricted use of company credit card</li> <li>• D&amp;SIFCA Financial Regulations</li> <li>• Restricted authority to sign cheques</li> <li>• Annual Plan</li> <li>• Production of detailed accounts</li> <li>• Maintenance of contingency funds</li> <li>• Indemnity insurance obtained for marine peril</li> <li>• Budget monitoring report presented at IFCA ¼ meetings</li> <li>• Asset register kept up to date and audited.</li> <li>•</li> </ul>	1
	<p>Fraudulent activity leading to misuse and/or misappropriation of funds</p> <p>Unforeseen expenditure, major mechanical failure or total loss of patrol vessel</p>	<p>Limited staff access to financial information and authority to spend money</p> <p>Vessel contingency funds maintained</p>	<p>Lack of financial resources to carry out statutory obligations</p>	<p>IFCA funded through local taxpayer money, expectation to provide best value for money service</p>		<p>Very limited potential for large scale fraud or corruption</p> <p>Small scale misuse of consumable items is still possible</p> <p>Patrol vessel operating in hazardous conditions</p>

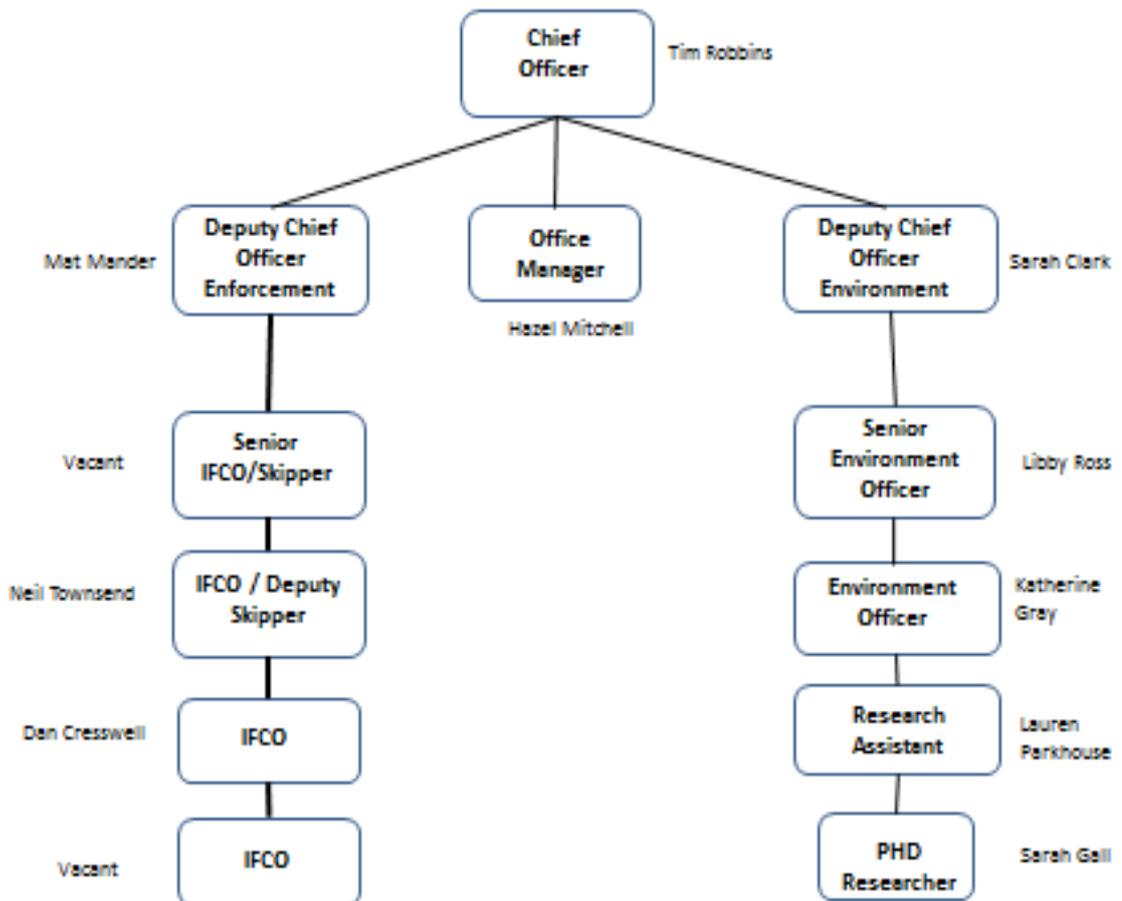
Description	Risk High 4 - 3 - 2 - 1 Low				Mitigation	Residual Risk
	Impact	Likelihood	Financial	Reputation		
<p>Fisheries in the district impacted by the activities of developers /industry</p> <p>Insufficient time to fully consider environmental impact assessments for offshore developments</p>	3	3	3	3	<ul style="list-style-type: none"> <li>• Consultations responded to</li> <li>• Liaison with consenting agencies</li> <li>• Developer meetings attended by IFCA representatives</li> <li>• Database created holding information on current historical fishing activities within the district</li> <li>• Development of a Strategic Environmental Policy</li> <li>• Development scrutinized by DEFRA, NE &amp; English Heritage</li> <li>• Consents required for developments</li> <li>• Development of baseline data sets</li> </ul>	3
	<p>Fisheries closed due to contamination.</p> <p>Significant fish / shellfish mortality</p> <p>Temporary or permanent loss of, or damage to, fish stocks, fishery habitats or fishing grounds</p> <p>Loss of public amenity</p> <p>Risk to public health</p>	<p>Lack of fishing activity data.</p> <p>Lack of baseline data</p> <p>Limited understanding of impacts of developments on the marine environment</p>	<p>Reduced catches and income from the fishery</p> <p>Displaced fishing activity</p> <p>Potential Judicial Review</p> <p>Breach of UK statutory duty and EU infringement</p> <p>Potential financial liability for local taxpayers</p>	<p>High expectation that the IFCA will represent the fishing and environmental interests, even when an activity may be occurring outside of the district</p>		<p>Increased wind farm development, dredging and number of MPAs</p> <p>High reliance on modelling to determine impacts of developments</p> <p>Lack of baseline data</p>

Description	Risk High 4 - 3 - 2 - 1 Low				Mitigation	Residual Risk
	Impact	Likelihood	Financial	Reputation		
Failure of vessel assets	3	2	3	2	<ul style="list-style-type: none"> <li>Highly maintained vessel</li> <li>Extensive annual refits</li> <li>Establish preventative maintenance programme</li> <li>Maintenance schedule for all vessels adhered to</li> <li>Annual Workboat Code survey</li> <li>Qualified mechanic</li> <li>Service contracts with main equipment suppliers</li> <li>All FOs mechanically trained</li> </ul>	2
	Limits enforcement and research capabilities	Patrol vessel is well maintained	Hiring of a replacement vessel  Significant mechanical failures are expensive and time consuming	Significant local taxpayer money invested in the service with a high expectation that the vessel provides value for money		Patrol vessel and main machinery now over 20 years old  Unforeseen events may lead to disruption of activities

		Impact			
		Low (1)	Medium (2)	High (3)	Very High (4)
Likelihood	Very High (4)				
	High (3)			1	1
	Medium (2)			1	5
	Low (1)				

- 1 - 2 Acceptable
- 3 - 6 Additional effort should be considered
- 8 -12 Additional effort must be implemented

# Staff Structure April 2015



## Members of the Devon & Severn IFCA

Cllr Jonathan Hawkins	Devon CC
Cllr Eileen Wragg	Devon CC
Cllr Chris Clarence	Devon CC
Cllr Jim Knight	Devon CC
Cllr Stuart Hughes	Devon CC
Cllr Nicole Amil	Torbay C Plymouth CC
Cllr Terry Napper	Somerset CC
Cllr Peter Bryant	N. Somerset C
Cllr Daniella Radice	Bristol CC
Cllr Heather Goddard	S. Gloucestershire C
Cllr Stan Waddington	Gloucestershire CC
Mrs Natasha Barker Bradshaw	MMO Appointee
Mr John Butterwith	MMO Appointee
Mr Michael Cominetti	MMO Appointee
Mr Dave Cuthbert	MMO Appointee
Mr Stephen Gledhill	MMO Appointee
Ms Elaine Hayes	MMO Appointee
Mr John May	MMO Appointee
Mr David Morgan	MMO Appointee
Mr David Murphy	MMO Appointee
Mr Simon Pollentine	MMO Appointee
Mr Peter Macconnell	MMO Appointee
Mr James Marsden	MMO Appointee
Mr David Rowe	MMO Appointee
Mr Mike Williams	MMO Appointee
Mr Richard White	MMO Appointee
Mr Nick Wright	MMO
Mr Simon Toms	EA
Mr Andrew Knights	NE

## Glossary

CO	Chief Officer
CIFCA	Cornwall Inshore Fisheries and Conservation Authority
DCO	Deputy Chief Officer
DEFRA	Department of Environment, Fisheries & Rural Affairs
EA	Environment Agency
EMS	European Marine Site
HLO	High Level Objective
IA	Impact Assessment
IFCA	Inshore Fisheries and Conservation Authority
IFCO	Inshore Fisheries and Conservation Officer
MCZ	Marine Conservation Zone
MMO	Marine Management Organisation
MoU	Memorandum of Understanding
MPA	Marine Protected Area
NE	Natural England
OM	Office Manager
PO	Principal Officer
SAC	Special Area of Conservation
SIFCA	Southern Inshore Fisheries and Conservation Authority
SoS	Secretary of State
SPA	Special Protection Area
WG	Welsh Government
Wrt	with relation to

## Definitions

This section gives a definition of general terms used in this document.

Severn Estuary – the area of tidal water above the M48 road bridge.

Bristol Channel – the area of the district below the M48 road bridge

Precautionary Principle – the D&SIFCA will follow the direction laid out by the UK Government - <http://www.hse.gov.uk/aboutus/meetings/committees/ilgra/pppa.htm>

Sustainability - Brundtland (1987): This is the most commonly quoted definition and it aims to be more comprehensive than most:

*Sustainable development is development that meets the needs of the present without compromising the needs of future generations to meet their own needs.*

It contains within it two key concepts:

*The concepts of needs, in particular the essential needs of the worlds poor, to which overriding priority should be given, and:*

*The idea of limitations imposed by the state of technology and social organization on the environments ability to meet present and future needs.*