

Southern

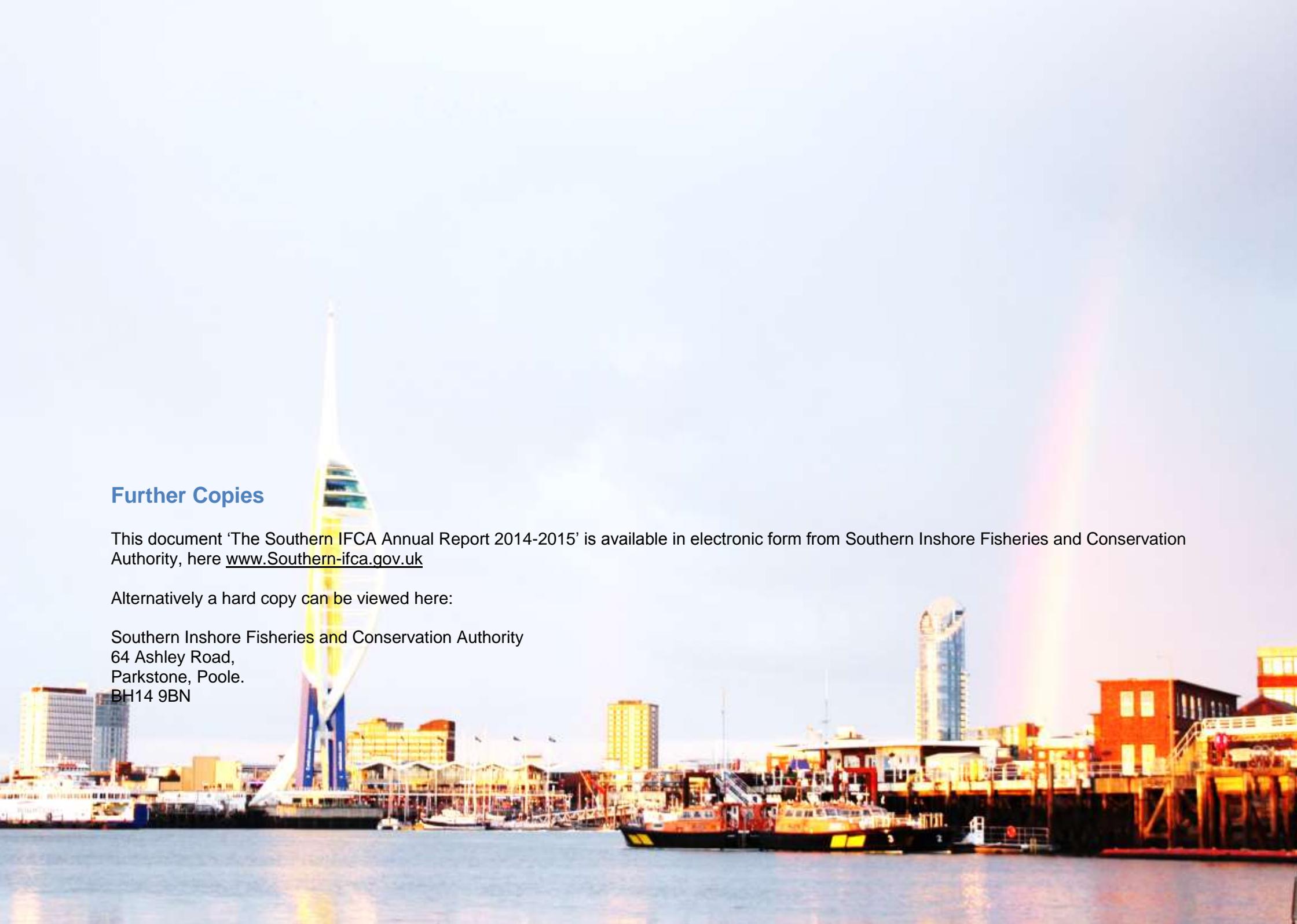


**IFCA**

Inshore Fisheries and  
Conservation Authority

## Annual Report 2014 to 2015





## Further Copies

This document 'The Southern IFCA Annual Report 2014-2015' is available in electronic form from Southern Inshore Fisheries and Conservation Authority, here [www.Southern-ifca.gov.uk](http://www.Southern-ifca.gov.uk)

Alternatively a hard copy can be viewed here:

Southern Inshore Fisheries and Conservation Authority  
64 Ashley Road,  
Parkstone, Poole.  
BH14 9BN

## Purpose

Under section 178 of the Marine and Coastal Access Act, 2009, every IFCA is required to produce an Annual Report on its activities in that year and that Annual Report must be sent to the Secretary of State.

## Overview

The Southern Inshore Fisheries and Conservation Authority (Southern IFCA) was created under Section 150 of the Marine and Coastal Access Act 2009 (MaCAA)<sup>1</sup> and was fully vested on 1<sup>st</sup> April 2011. The IFCA District was created under Section 149 of the Act. The Act also contains the principle duties of the IFCA, these are:

Under Section 153, management of inshore fisheries.

- (1) The authority for an IFC district must manage the exploitation of sea fisheries resources in that district.
- (2) In performing its duty under subsection (1), the authority for an IFC district must—
  - (a) seek to ensure that the exploitation of sea fisheries resources is carried out in a sustainable way,
  - (b) seek to balance the social and economic benefits of exploiting the sea fisheries resources of the district with the need to protect the marine environment from, or promote its recovery from, the effects of such exploitation,
  - (c) take any other steps which in the authority's opinion are necessary or expedient for the purpose of making a contribution to the achievement of sustainable development, and
  - (d) seek to balance the different needs of persons engaged in the exploitation of sea fisheries resources in the district.

Under Section 154, Protection of marine conservation zones.

- (1) The authority for an IFC district must seek to ensure that the conservation objectives of any MCZ in the district are furthered.

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<sup>1</sup> Marine and Coastal Access Act (2009), HMSO, London, p.104, <http://www.legislation.gov.uk/ukpga/2009/23/contents>

## Introduction and Welcome.

Welcome to the 2014 to 2015 annual report of the Southern Inshore Fisheries and Conservation Authority (IFCA). I trust the report provides you with an insight into the important work of the Authority and the management of inshore fisheries of the coast of Hampshire, Dorset and the Isle of Wight.

Our role as an Authority is balancing the social, economic and environmental needs of the local communities that the IFCA supports and we are making good progress. This report is inevitably a snapshot, but demonstrates the scale of the work in which the IFCA is engaged and in this regard it has been an exceptionally busy 12 months in which we have achieved a great deal. There are many opportunities that remain and we welcome the findings of the first of the four year performance reports on the role and function of the IFCAs, which was presented to [Parliament in 2015](#).

To achieve our duties we work in partnerships and I would like to thank all the organisations who have worked alongside us this year. We are proud of the relationships with the many community, government, fishers and 'civil society' groups with whom we work. We have developed shared goals and we continue to seek opportunities to create efficiencies through our joint working. I encourage all readers to identify further opportunities where we can work together to achieve shared goals and look forward to hearing your ideas.

Our day to day activities are delivered on the coast by a team of Inshore Fisheries and Conservation Officers (IFCOs), who work at sea and on land at day and at night. Our IFCOs are specialists in Compliance, Evidence and Operations. All of these IFCO specialists are warranted enforcement officers and they work as a team to deliver the objectives set by the Authority. The success of this delivery is possible due to their hard work, in often challenging conditions. In the year we introduced new policies to support our officers and internal management systems.

One of the focuses of our work for the year has been a complete overhaul of the management of commercial shell fisheries in Poole Harbour. This has required a lot of our resources. Poole is internationally recognised as an important area for a variety of birds and their habitats and these are protected through domestic and European legislation. Poole Harbour is also host to one of the largest inshore fleets in England and has, since 1915, supported aquaculture. To balance the needs of the fishery and achieve the conservation objectives of this important site we developed the Poole Harbour Fishery Order 2015 and the Poole Harbour Dredge Permit Byelaw. These regulations support extensive aquaculture activity, including the largest oyster production area in the UK and they enable a very valuable wild shellfishery. The regulations in Poole balance the social economic and environmental aspects of the fishery and demonstrate how fisheries and aquaculture can co-exist in a marine protected area. Our adaptive management of the habitats in Poole ensures that the 'ecosystem services' of the harbour are protected. The 'ecosystem service' includes the harbours role as nursery areas for a variety of fish and other species. These nursery areas underpin our commercial and significant recreational fisheries.

Management is underpinned by compliance and enforcement; during the year we developed a comprehensive risk register and established an integrated intelligence system. These developments have enhanced our ability to direct our resources to the areas of the highest compliance risks. Through these systems we have increased our operational efficiency with the aim to support the sustainable development of the fishery by ensuring that those that seek to break the rules are not rewarded. We have supported our compliance function by implementing the first phases of our marine asset review. During the year we sold FPV Trident, which has been on fisheries patrol duties in the Solent for 25 years, and replaced her with a new build Rigid Inflatable Boat FPV Stella Barbara. The new vessel is named after the outgoing Vice Chairman of the Authority in recognition of her contribution to fisheries management off the South Coast. The new vessel is more fuel efficient and requires fewer personnel to operate.

A key issue during this year has been the emerging crisis in the international bass stock. The IFCA has an important role to play in protecting the international stock in particular the nursery areas. We developed policy that supported an increase in the minimum landing size for bass, and we increased our enforcement in nursery areas and welcome the overdue (albeit temporary) cessation of the offshore fishery on the bass spawning and pre-spawning areas. Bass is an important species in the Southern IFCA District and we will work to support the development of the much needed international management plan.

During the year we set out the beginnings of our strategic review of management and we sought feedback from the wider coastal community. This will form the basis of our work next year to manage our inshore fisheries. The IFCA looks forward to working with partners in the coming 12 months.

Ian Davies

Chairman

Left to Right Mrs Stella Dean (lately IFCA Vice Chairman), Mr Ian Davies (IFCA Chairman), Mr Richard Stride (Vice Chairman IFCA Technical Advisory Committee) and Prof. John Humphreys (Chairman IFCA Technical Advisory Committee) at the naming of FPV Stella Barbara.



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## Work Plan 2014/2015

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## 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.”

The IFCA vision is translated into success criteria, high level objectives and staff objectives. The process of how the IFCA vision is linked to success criteria and, at the most detailed level, staff work objectives is demonstrated in figure 1<sup>2</sup>.



Figure 1: Process by which IFCA success criteria feed into work objectives

From the nationally agreed Vision, seven Success Criteria have been developed by a number of national working groups prior to IFCA's being vested on the 1st April 2011, which if followed, will help with delivering the vision.

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<sup>2</sup> DEFRA (2010) Inshore Fisheries and Conservation Authorities: vision, success criteria and high-level objectives.

## Our Success Criteria

1. IFCAs have sound governance and staff are motivated and respected.
2. Evidence based, appropriate and timely byelaws are used to manage the sustainable exploitation of sea fisheries resources within the district.
3. A fair, effective and proportionate enforcement regime is in place.
4. IFCAs work in partnership and are engaged with their stakeholders.
5. IFCAs make the best use of evidence to deliver their objectives.
6. IFCAs support and promote the sustainable management of the marine environment.
7. IFCAs are recognised and heard.

## Marine Policy Statement

As a key delivery body in the marine area, the Authority will also be guided by the governments Marine Policy Statement and adherence to the High Level Marine Objectives:

- achieving a sustainable marine economy,
- ensuring a strong, healthy and just society,
- living within environmental limits,
- promoting good governance,
- using sound science responsibly.

## The Southern IFCA District

The Southern Inshore Fisheries and Conservation Authority District stretches from the Devon/Dorset border in the West to the Hampshire/Sussex border in the East and covers the combined areas of the relevant councils as well as the entire Dorset, Hampshire and Isle of Wight coastline out to 6 nautical miles from baselines. The extent of the District and its neighboring IFCAs are shown in figure 2.

**The fisheries within the Southern District are very important contributors to the local economy. The commercial and recreational fishery is vital to the coastal communities within the District.**

Map of the District

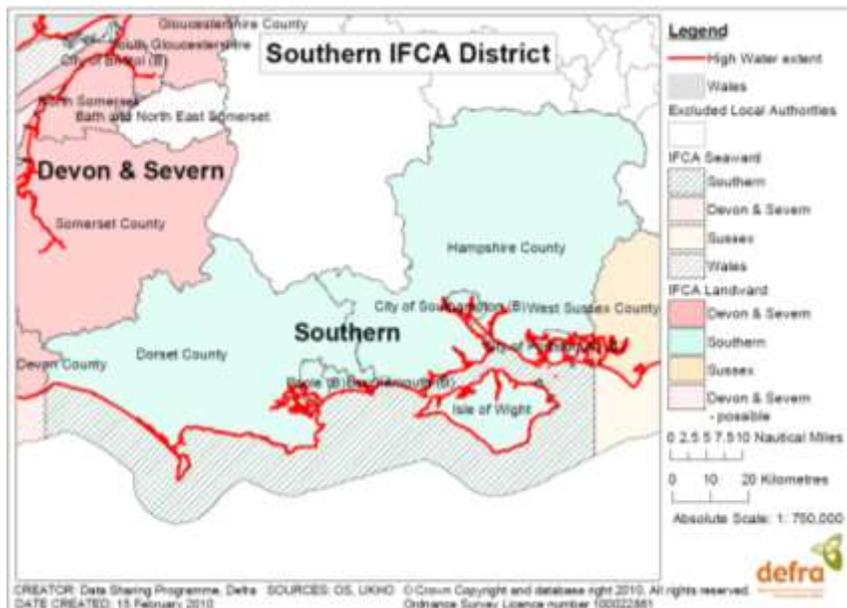


Figure 2: Extent of Southern IFCA District

## Membership of the Southern Inshore Fisheries and Conservation Authority

The Southern Inshore Fisheries and Conservation Authority is funded by its seven constituent councils. The Authority consists of a Statutory Committee which meets at least quarterly in order to receive reports from the Authority's officers and to direct officers to conduct work on its behalf to discharge its duties. The Authority's 21 members comprise 9 elected members, 3 government agency representatives and 11 individuals appointed by the MMO for their expertise and knowledge of different sectors. The Authority is committed to operating in a transparent manner and as such all Authority and Sub-Committee meetings are open to the public and the minutes of the Joint Quarterly meetings are published on the Authority's website. The Authority's members and their attendance at Authority meetings and Sub-Committee meetings on which they have volunteered to sit are detailed on the following page.

### APPOINTED BY CONSTITUENT AUTHORITIES

Cllr Mr D Furnell

Cllr Mr M Winnington

Mrs A E McEvoy BSc (Hons.)

Cllr Mr A W Rice TD

Cllr Mr R Coatsworth

Cllr Mr M Lovell

Cllr Ms L Hillard

Cllr Ms X Dion

Cllr Ms L Price

Southampton City Council

Portsmouth City Council

Hampshire County Council

Hampshire County Council

Dorset County Council

Dorset County Council

Isle of Wight Council

Poole Borough Council

Bournemouth Borough Council

### APPOINTED BY THE MARINE MANAGEMENT ORGANISATION

Prof. J Humphreys

Mr I Davies

Mrs S B Dean

Dr A C Jensen

Mr S Kershaw

Mr E Riordan

Mr R Stride

Mr N Horsman

Chairman of the Technical Advisory Committee (part)

Chairman

Vice Chairman (part) & Chairman of the Technical Advisory Committee (part)

Vice Chairman (part)

Vice Chairman Technical Advisory Committee

### REPRESENTATIVES OF PARTNER AUTHORITIES

Dr K Sims

Dr R Morgan

Mr P Johnson

Environment Agency

Natural England

Marine Management Organisation

## Reporting Delivery of Priorities

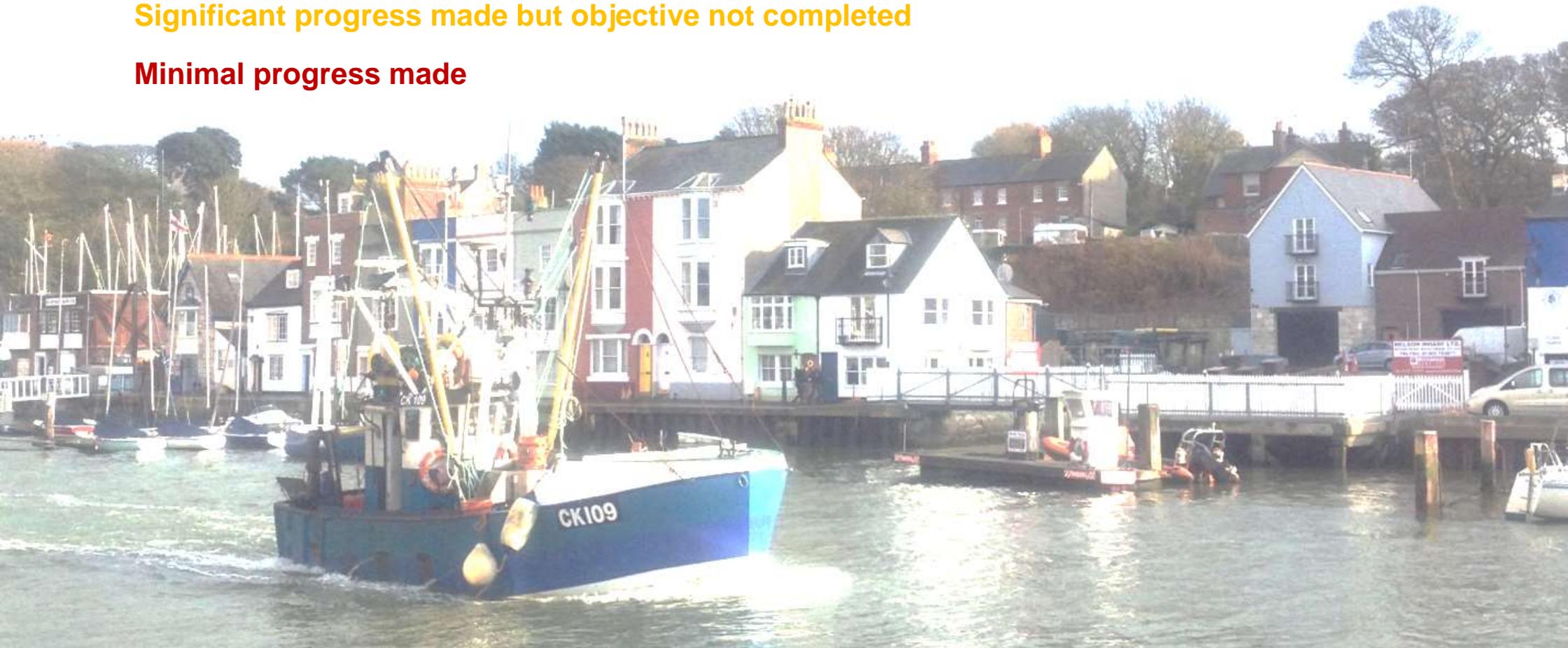
The tables that follow, one for each nationally agreed success criteria, provide a detailed description of work that has been undertaken during 2013/14 and planning for 2014/15.

### KEY

**Objective completed**

**Significant progress made but objective not completed**

**Minimal progress made**



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

| High level objective |  | Outcomes  | Performance Indicators   | 2014/15 Planned Activities - OUTCOMES  |
|----------------------|--|---|--|--|
| 1a                   | By April each year, publish an annual plan that meets the minimum standards as set out in Defra's guidance, setting out the Authority's main objectives and priorities for the year.             | The IFCA has an annual plan that clearly sets out its main objectives and priorities for the coming year, in a way that is easy to understand,    | The Annual plan will be prepared and published by 30 <sup>th</sup> April each year.<br><br>An Annual Report will be prepared and submitted to DEFRA by 30 <sup>th</sup> June each year.  | An Annual plan was published and publicised<br><br>An Annual Report has been agreed<br><br>The IFCA promoted and supported the Defra's Four Year Report on IFCA's  |
| 1b                   | Demonstrate a long term, strategic approach to sustainable marine management, in line with duties in MaCAA (First formal review in 2015).  | Report reviewing marine sustainability issues and fisheries management in the District and proposing new management measures to address concerns. | By 31 March 2012, officers will have started to identify, prioritise any issues relating to impact on sea fisheries resources and their interaction with the marine environment within the District, leading towards the introduction of suitable management plans to be in place by April 2015. | We published a review of management<br><br>We continued to work to support the implementation of the revised approach to the management of fisheries in European Marine Sites<br><br>We furthered the conservation objectives of Marine Conservation Zones by managing fisheries appropriately within the sites.<br><br>We implemented a management plan for Poole Harbour |
| 1c                   | Develop and deliver a people capability strategy, which ensures that staff can deliver the organisational objectives as set out in annual plans.   | Gaps in the capability of the IFCA to meet its duties and objectives are assessed; proposals for addressing problems are in place.                | Staff resources and capability will be assessed against the IFCA objectives and duties with a gap analysis by 31 March 2012. Plans for addressing problems and progress against them will be reflected in future annual plans and reports.   | We reviewed all Job Descriptions, Terms and Conditions, Pay and Rewards and completed a job sizing exercise to ensure that our internal structure is aligned to the business needs.  |
| 1d                   | Staff management systems are in place that include: <ul style="list-style-type: none"> <li>An annual staff performance monitoring system</li> <li>A performance improvement procedure</li> </ul> | A staff management system will be in place to meet the requirements of the objective.   | A staff management system, including training and development plans, will be developed and tested during 2011. The system will be implemented during 2012 following approval by the Committee and staff.   | We implemented a staff appraisal system<br><br>A system of training needs analysis is integrated into the appraisal system but the system has yet to be fully developed  |

## Member attendance at Authority Meetings and Sub-Committee Meetings 2014-2015

| Name                          | % of meetings attended | Authority<br>(4 meetings held) | Sub-Committee                   |                                    |                        |                            |
|-------------------------------|------------------------|--------------------------------|---------------------------------|------------------------------------|------------------------|----------------------------|
|                               |                        |                                | Technical Advisory<br>Committee | Appeals &<br>Scrutiny<br>Committee | Executive<br>Committee | Licence<br>Interview Panel |
| Cllr Mr A W Rice TD           | 100                    | 4                              | N/A                             | N/A                                | 2                      | N/A                        |
| Cllr Mrs A McEvoy BSc (Hons)  | 25                     | 1                              | N/A                             | 4                                  | 0                      | N/A                        |
| Cllr Mr M Lovell              | 100                    | 4                              | N/A                             | N/A                                | 4                      | 2                          |
| Cllr Mr R Coatsworth          | 75                     | 3                              | N/A                             | N/A                                | 0                      | N/A                        |
| Cllr Ms L Hillard             | 25                     | 1                              | N/A                             | N/A                                | N/A                    | N/A                        |
| Cllr Ms X Dion                | 50                     | 2                              | N/A                             | 2                                  | N/A                    | N/A                        |
| Cllr Ms L Price               | 25                     | 1                              | N/A                             | 4                                  | N/A                    | N/A                        |
| Cllr Mr D Furnell (part year) | 0                      | 0                              | N/A                             | 1                                  | N/A                    | N/A                        |
| Cllr Mr A Thorpe (part year)  | 0                      | 0                              | N/A                             | 0                                  | N/A                    | N/A                        |
| Cllr Mr Winnington            | 75                     | 3                              | N/A                             | N/A                                | N/A                    | N/A                        |
| Mr P Johnson                  | 50                     | 2                              | 0                               | N/A                                | N/A                    | N/A                        |
| Dr K Sims                     | 50                     | 2                              | 4                               | N/A                                | N/A                    | N/A                        |
| Dr R Morgan                   | 75                     | 3                              | 4                               | N/A                                | N/A                    | N/A                        |
| Mr N Horsman                  | 100                    | 4                              | 4                               | N/A                                | N/A                    | N/A                        |
| Mr I Davies                   | 100                    | 4                              | 3                               | 3                                  | 4                      | 2                          |
| Mrs S Dean                    | 100                    | 4                              | 4                               | N/A                                | 4                      | 1                          |
| Prof J Humphreys              | 75                     | 3                              | 4                               | N/A                                | 2                      | N/A                        |
| Dr A C Jensen                 | 50                     | 2                              | 2                               | N/A                                | N/A                    | N/A                        |
| Mr S Kershaw                  | 75                     | 3                              | 3                               | N/A                                | N/A                    | N/A                        |
| Mr T Legg (part year)         | 100~                   | 3~                             | 2~                              | N/A                                | N/A                    | N/A                        |
| Mr E Riordan (part year)      | 100~                   | 2~                             | 2~                              | N/A                                | N/A                    | N/A                        |
| Mr R Stride                   | 100                    | 4                              | 4                               | N/A                                | 4                      | 0                          |

~ Did not complete full term

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

| High level objective | Outcomes   | Performance Indicators   | 2014/15 Planned Activities  |  |
|----------------------|--|--|---|--|
| 2a                   | <p>By April 2015 demonstrate that:</p> <ul style="list-style-type: none"> <li>key issues likely to impact on the sustainable management of the marine environment in the IFC district are identified and evaluated using the best available evidence and a range of management options is considered;</li> <li>the impacts that different courses of action might have in managing those key issues are thoroughly evaluated;</li> <li>proportionate regulation (for example introducing a legal mechanism such as a byelaw) is used as a last resort;</li> <li>the effectiveness of interventions to improve the delivery of beneficial outcomes is continuously monitored; and</li> <li>there is a clear IFCA Committee process for dealing with agreed interventions quickly, efficiently and effectively, particularly for emergency byelaws.</li> </ul> | <p>Agreed policies and processes in place to review and amend byelaws and make new ones as required.</p> <p>Process to decide on the most appropriate management measure to apply to address fisheries and wider sustainability concerns as they arise, including the making of emergency byelaws.</p> | <p>From April 2011, assessment of issues impacting sea fisheries resources within the IFC District will have begun to identify, prioritise and, where appropriate, develop suitable management plans to be in place by April 2015; management plans and progress against them will be reflected in annual plans and reports</p> | <p>We published a review of management</p> <p>We continued to work to support the implementation of the revised approach to the management of fisheries in European Marine Sites</p> <p>We furthered the conservation objectives of Marine Conservation Zones by managing fisheries appropriately within the sites.</p> <p>We implemented commercial fisheries management scheme for Poole Harbour</p> |
|                      |  | <p>Process to assess the effectiveness of management measures in the District</p>  | <p>All byelaws made after April 2011 will meet the requirements of Defra guidance</p>   |  |
|                      |  | <p>Process to improve the delivery of beneficial outcomes is continuously monitored; and</p>   | <p>From April 2011, work will be progressively initiated to ensure necessary records and database systems are in place to inform decision making.</p>   | <p>We continued to maintain our databases in an appropriate manner.</p> <p>We developed and enhanced our internal Geographical Information Systems (GIS) and data handling capabilities.</p>   |
| 2b                   | <p>By April 2015, all legacy byelaws have been reviewed and evaluated against current evidence base; redundant and duplicate byelaws have been removed and gaps covered.</p>   | <p>By April 2015, all legacy byelaws will have been reviewed and evaluated against current evidence base; redundant and duplicate byelaws have been removed and gaps covered</p>   | <p>The byelaw review was started during first quarter of 2011/12 and every effort will be made to complete the process by April 2014.</p>   | <p>We have reviewed our suite of byelaws (and other management measures) and extinguished redundant or duplicate byelaws.</p> <p>We have identified prioritise for action but our focus has been on The Revised Approach to Commercial Fisheries Management in European Marine Sites</p>   |
|                      |  | <p>All Byelaws meet the management and enforcement goals of IFCA at all times</p>  | <p>All byelaws made after April 2011 meet the requirements of Defra guidance</p>  |  |

**In 2014/15 we renewed and modernised the management of Poole Harbour to ensure that the important shell fishing at the site is compatible with the conservation objectives of the Harbour and we enabled the sustainable development of aquaculture**

### The Poole Harbour Dredge Permit Byelaw

The Poole Harbour Dredge Permit Byelaw regulates the wild fishery for shellfish through the issue of permits. Developed, following extensive consultation during 2014/15 The flexible byelaw sets out that a permit is required, the criteria for eligibility to hold a permit, the types of permit conditions and the provision to issue dispensations. Without either a permit or a dispensation no person on board or by means of a vessel shall use, retain on board, store or transport a dredge within Poole Harbour, where a 'dredge' means a dredge, scoop or similar device and any auxiliary hydraulic equipment that is designed for, or capable of taking any shellfish. The permit sets out the conditions for operating within the fishery, under a number of categories. The flexible byelaw approach allows the Authority to review the suitability of permit conditions.

### The Poole Fishery Order 2015

The Poole Fishery Order 2015 was introduced on 1st July 2015 to replace the Poole Fishery Order 1985 which expired on that day. The Poole Fishery Order 2015 is a Several Order which allows the Southern IFCA to lease ground, severed from the public fishery, for aquaculture. The ability to lease ground for aquaculture under a fishery Order has been in place in Poole Harbour since 1915 and the new Order, granted for a period of 20 years, allows the Southern IFCA to continue to develop and support the potential for aquaculture in the Harbour.

The accompanying Management Plan for the Order outlines the extent of the proposed Order and how the area within that extent will be managed including the positioning and allocation of leased beds and the process, criteria and conditions by which access to leased beds is determined. The extent of the Order covers an area of 837.8 hectares and allows for the potential expansion of aquaculture and cultivation activity within the Harbour without overlapping with habitats of conservation importance or areas where existing public fisheries may be adversely affected. There are currently 31 beds leased within the extent of the Order. Each leasee provides the Authority with a business plan outlining how the ground will be used and an accompanying biosecurity plan. This information is used in the overarching biosecurity plan produced by the Southern IFCA which outlines the types of activities occurring within the Order extent, any potential biosecurity risks, inspection procedures and mitigation for the movement, laying and removal of sea fisheries resources within the area. For any leased ground allocated, there are a number of management measures applied.

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

| High level objective |   | Outcomes   | Performance Indicators   | 2014/15 Planned Activities  |
|----------------------|---|--|--|---|
| 3a                   | Demonstrate the use of a transparent, risk-based enforcement framework that meets the minimum standard set out in government guidance and is continuously reviewed and improved | Develop and review annually an enforcement framework that is compliant with government best practice   | An annual enforcement risk register will be published on the IFCA's website and available for viewing at the IFCA's office by 30 April 2011.   | In 2014/15 we reviewed our Compliance and Enforcement Framework and used it to set operation objectives.  |
| 3b                   | Develop a code of conduct for inspections that aligns IFCA activity and procedures with national standards.   | IFCA officers' conduct professional inspections in a manner consistent with inspections conducted by other enforcing authorities throughout England. | A code of conduct for inspections, both ashore and at sea will be created by 30 October 2011. This will be reviewed annually. The code of conduct will be published on the website and available from the IFCA office.                   | The Authority has set out a Code of Conduct for officers carrying out inspections. The Code also explains the obligations of people being inspected<br><br><a href="#">The code is available here</a> |
|                      |   |  | A Service Level Agreement (SLA) will be developed between IFCAs, MMO, NE and the EA during 2011 regarding the provision of standardised enforcement training and secondment process, for completion by 30 April 2012.                    | Standardised enforcement training is in place and we continued to support the development of this programme of national work.   |
|                      |   |  | Each enforcement officer's (IFCO's) enforcement knowledge and performance is assessed to nationally determined standards (developed by 30 April 2012) on a biennial or triennial attendance of the national enforcement training course. | See PI 1d   |

## Compliance Risk Register

In 2014/15 we developed a Compliance Risk Register. The Register provides focus for enforcement activities and is a keystone document forming part of our Compliance and Enforcement Framework. The Register will identify priorities for enforcement based responses enabling operational plans that will be delivered that make the best use of resources and provide the best possible protection regarding sea fisheries sustainability and the marine environment.

The risk based approach reflects the different fishing activities which occur at different times in specific areas within our District, making it easier to identify the priorities for enforcement for each quarter of the year.

[Download a copy of the Compliance Risk Register here](#)



**Success Criterion 4: IFCA work in partnership and are engaged with their stakeholders**

| High level objective | Outcomes  | Performance Indicators   | 2014/15 Planned Activities  |  |
|----------------------|---|--|---|--|
| 4a                   | <p>By April 2011, develop Memorandum of Understanding (MoU) or Service Level Agreements with key partners, including Cefas, MMO, Natural England and the Environment Agency, that outline agreed ways of working and sharing information and, by April 2012, demonstrate that they are being utilised.</p>                          | <p>IFCAs and key partners have a clear understanding of their roles and joint responsibilities</p>   | <p>Initial MoUs will be agreed and adopted by end of April 2011.</p>  | <p>MoUs signed with MMO, CEFAS, NE and the EA.</p>   |
|                      |   | <p>The production of a comprehensive package of national and local Memorandum of Understanding (MoU) and/or service level agreements (SLAs).</p> | <p>Discussions will have been held with partner organisations with regard to SLAs; SLAs (if required) are agreed and adopted by 31 March 2012.</p>  | <p>SLAs are in place between Southern IFCA and the MMO.</p>  |
|                      |   | <p>Efficient and effective partnership working between all relevant parties and each IFCA.</p>   | <p>Each MoU and SLA will be reviewed annually to ensure effective delivery of objectives as defined in the annual plan; progress against MoU action plans will be reflected in annual reports</p>   | <p>In 2014 we reviewed our MoUs with key partners. We develop MoUs and SLAs where appropriate with others.</p> |
| 4b                   | <p>By April 2012, develop a stakeholder engagement and communication strategy with corresponding plans that:</p> <ul style="list-style-type: none"> <li>demonstrate transparency and a balanced approach to dealing with key stakeholders; and</li> <li>enable consideration of stakeholder views when making decisions.</li> </ul> | <p>Develop a strategy for engagement with the wider public. Work with other agencies.</p>  | <p>A database of stakeholders from the current list will be setup by April 2011. The list will be updated continually, but as a minimum every 6 months. The contacts list will be reviewed annually.</p>  | <p>We maintained our database of registered and licenced commercial fishermen.</p>                             |
|                      |   | <p>Develop website to allow proper engagement with identified and agreed stakeholder groups.</p>   | <p>By December 2011 a website will have been developed to give access to current information and all regular forms and documents will be provided for downloading electronically by 30<sup>th</sup> March 2012. The website will be reviewed and updated monthly.</p> | <p>We renewed our website to ensure it is easy to use, up to date and accessible.</p>                          |
|                      |   | <p>Develop database of identified and agreed stakeholder groups that would find it difficult to engage via the website.</p>                      | <p>Interpretation and information boards will be mounted around fishing stations and harbours to allow greater interaction with stakeholders by 31 March 2012.</p>  | <p>Due to staff changes we were unable to continue to produce quarterly newsletters for stakeholders.</p>      |

## Southern IFCA - Summary of Enforcement 2014-15

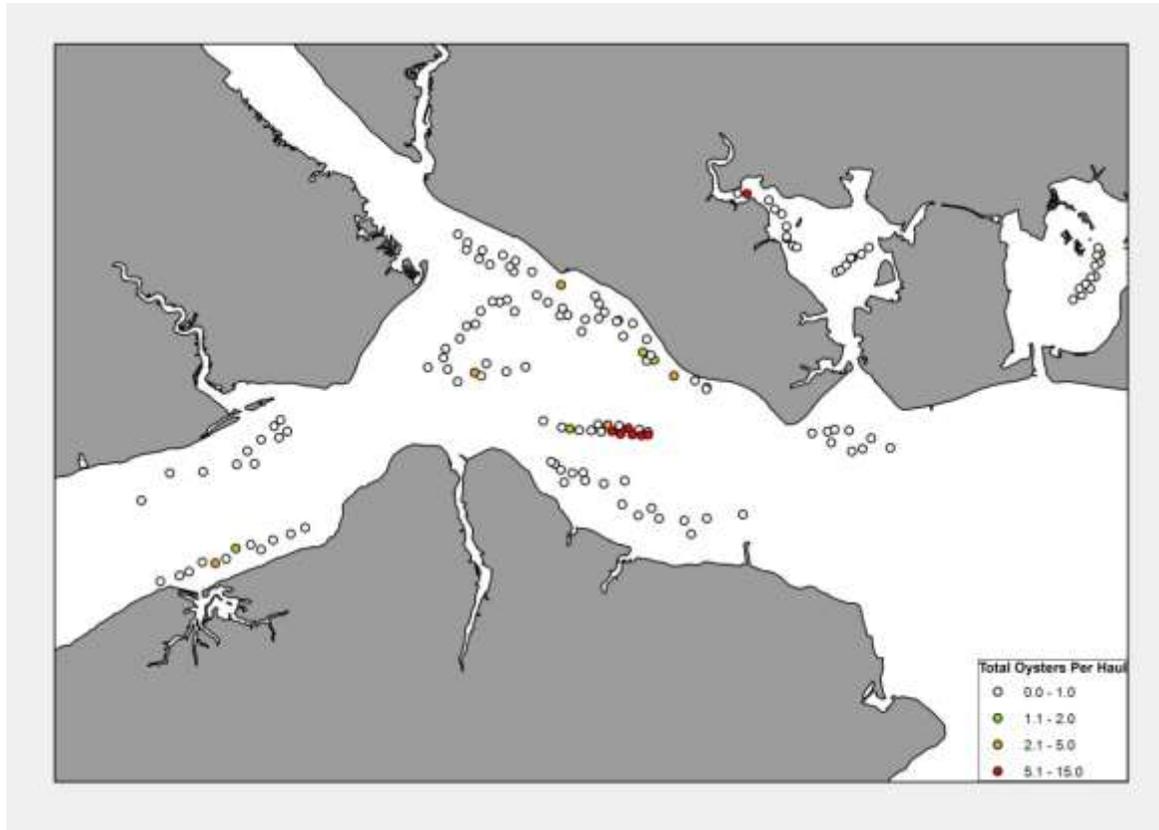
| Category                      | Metric                                      | Detail required  | Total |
|-------------------------------|---|--|-------|
| Inspections at sea            | Vessel patrols                              | Patrol by a patrol vessel or survey vessel (mother/daughter boat combination counts as one patrol)   | 153   |
|                               | Fishing vessel boarding's                   | Count fishing vessels (including unregistered/unlicensed) inspected at sea, where boarding was in pursuit of any relevant duty   | 361   |
|                               | Fishing gear inspections                    | Count store-pots, tiers/strings etc. of fishing gear found deployed in the sea, where inspection was in pursuit of any relevant duty. Do not count gear inspected on board a vessel                          | 588   |
| Inspections ashore or in port | Shore patrols                               | Excursion/visit of any length to any part of the coast for an inspection or observation of fishing related activity  | 292   |
|                               | Port visits                                 | Individual port/cove/beach visits within a shore patrol  | 1257  |
|                               | Premises inspections                        | Markets, merchants, refrigerated units, retailers, food producers/outlets etc.   | 51    |
|                               | Fish/shellfish landing inspections          | First-hand observations of fish/shellfish as it was landed ashore from a vessel. Do not count inspections of fish laid out on a market or in a storage facility unless the landing of that fish was observed | 227   |
|                               | Other inspections                           | Count vessel gear/fish checks in port/ashore, diver and shore angler catches, vehicle contents, shellfish on lay areas etc.  | 161   |
| Investigation outcomes        | Verbal warnings / advisory letters          | Warnings, rebriefs or letters for minor breaches of legislation (no further action taken). Where both were issued to one person/company, count as one action   | 43    |
|                               | Case files generated                        | For a serious breach of legislation which was thought would, or did, lead to a formal warning letter or the application of a legal sanction  | 31    |
|                               | Formal written warnings                     | For a serious breach of legislation, where evidence gathered was sufficient to take legal proceedings, but where a letter was instead deemed the most appropriate action                                     | 5     |
|                               | Formal cautions offered                     | all the cautions relevant to any one case  | 2     |
|                               | FAPs offered                                | Count all the FAPs relevant to any one case  | 3     |
|                               | Individuals / companies prosecuted in court | Count all the persons and companies relevant to any one case   | 27    |

## Success Criterion 5: IFCAs make the best use of evidence to deliver their objectives

| High level objective |  | Outcomes  | Performance Indicators   | 2014/15 Planned Activities  |
|----------------------|--|---|--|---|
| 5a                   | By April 2012, put procedures, plans and appropriate records systems in place that demonstrate that the best available, quality-assured evidence, whether acquired in-house or externally, is used appropriately in decision-making at all levels. These procedures, plans and records systems must meet minimum standards as set out in government guidance and EU legislation. | The IFCA is provided with accurate and timely evidence-based information upon which to base its management decisions and the reasons for decisions are clear, transparent and communicated effectively.   | By 31 March 2012, committee to sign off the strategic research plan, which has undergone consultation, covering the period until April 2015. | We have published a strategic evidence plan for 2014/15   |
|                      |  |   | The research plan will be published each year  | As above  |
|                      |  |   | Future IFCA annual reports will demonstrate how evidence has been used in decision making processes  | Evidence is included in the Annual Reports.   |
| 5b                   | By April 2012, have an agreed action plan of how key, mutually-beneficial information will be shared between IFCAs and with key delivery partners to improve efficiency and the delivery of beneficial outcomes.   | IFCAs provide relevant information to, and have access to relevant information from key delivery partners.  | By 31 March 2012 develop and agree MoUs with delivery partners and review annually.  | <b>MoUs</b> agreed with MMO, CEFAS, NE and the EA.  |
|                      |  |   | IFCA representative will take part in annual IFCA scientific conference  | Members of the Evidence team actively participated in the Technical Advisory Group                  |
|                      |  |   | IFCA representative will be proactively involved in relevant evidence networks to share best practice, e.g. Technical Advisory Group.        | the Southern IFCA Evidence Team Leader is Chairman of the Technical Advisory Group.                 |
| 5c                   | By April 2013, demonstrate that there is the in-house capability to collect, analyse and interpret evidence to inform management policy decisions and meet the minimum requirements laid out in government guidance on evaluation and monitoring.  | IFCAs have the technical capability to collect, analyse, interpret and manage evidence.<br><br>IFCAs have personnel within the organisation with appropriate skills to ensure that management decisions make the best use of available evidence | Research reports will be peer reviewed where appropriate prior to publication.   | Evidence plans were reviewed by Southern IFCA Technical Advisory Committee (TAC) prior to adoption. |

## Solent oyster Survey and the management of the Solent Oyster Stocks

Due to the active management applied to the Solent oyster fishery by Southern IFCA, the authority decided that more recent data was required with regard to oyster levels in order to influence and inform the management of the fishery: The IFCA recommended an oyster stock survey.



The 2014 stock survey of the native oyster fishery in the Solent was undertaken for 5 days in July 2014, using a chartered local fishing vessel, 'Angelle Marie' (length 11m, engine 158 kW). Southern IFCA officers undertook the survey with the assistance of researchers from the University of Southampton, Natural England, CEFAS, the Hampshire and Isle of Wight Trust and the Langstone Harbour Board.

Due to a noticeable decline of the fishery the 'Temporary Closure of Shellfish Beds Byelaw' was used again during the 2014/2015 and the fishery restricted to 2 weeks, again in the harbours.

KEY Total number of oysters caught per haul at each station location

## Success Criterion 6: IFCA's support and promote the sustainable management of the marine environment

| High level objective | Outcomes   | Performance Indicators  | 2014/15 Planned Activities  |
|----------------------|--|---|---|
| 6a                   | By April 2012, with partner organisations develop shared objectives for the sustainable management of the District's marine environment and ensure that they are reflected in annual plans   | <p>By 31 March 2012 shared objectives in managing the marine environment will have been identified with partner organisations. In the same time frame, the likely impact on the IFCA's objectives will have been identified.</p> <p>Shared objectives will be set out in future annual plans</p>  | <p>In 2014 / 15 develop work plans with partners to deliver <a href="#">the revised approach to the management of fisheries in European Marine Sites</a></p> <p>We continued to work with partners to deliver sustainable management and develop co-management process. Current examples include; <a href="#">Chichester Harbour, through the CHOPi partnership</a> and in Lyme bay with <a href="#">the Lyme Bay Partnership</a>.</p> <p><a href="http://sussexlnp.org.uk/chichesterOysters.php">http://sussexlnp.org.uk/chichesterOysters.php</a><br/> <a href="http://lymebayreserve.co.uk/download-centre/files/Lyme_Bay_Fisheries_and_Conservation_Reserve_MoU.pdf">http://lymebayreserve.co.uk/download-centre/files/Lyme_Bay_Fisheries_and_Conservation_Reserve_MoU.pdf</a><br/> <a href="http://www.marinemangement.org.uk/protecting/conservation/ems_fisheries.htm">http://www.marinemangement.org.uk/protecting/conservation/ems_fisheries.htm</a></p> |
| 6b                   | By April 2013, develop and implement action plans for communicating and educating coastal communities about sustainable management of the marine environment   | <p>Work will be initiated in 2011 to start to develop plans and processes for raising awareness of IFCA's work. This work is not targeted to be completed until 31 March 2013</p> <p>Examples of engagement will set out in annual reports</p> <p>Feedback from relevant stakeholders regarding the effectiveness of engagement will routinely be sought. First survey will completed by 31 March 2012.</p> | <p>Southern IFCA has a communication Plan. This contains annual objectives.</p> <p>As per annual communication report</p> <p>A process of engagement accompanied the programme of work to manage the Poole fishery and the delivery of the revised approach to the management of fisheries in European Marine Sites.</p>  |
| 6c                   | <p>By April 2015, demonstrate adoption of the principles of best practice in sustainable management of marine environment for the District, as exemplified using tools such as Strategic Environmental Assessments.</p> <p>IFCA's are adopting the principles of the UK's Marine Policy Statement and marine plans</p> | By 31 March 2012, officers will have started to identify and prioritise any issues relating to sea fisheries resources and their interaction with the marine environment within the District, leading towards the introduction, where appropriate of suitable management plans to be put in place by April 2015.  | <p>Project Inshore <a href="http://www.association-ifca.org.uk/news/project-inshore">http://www.association-ifca.org.uk/news/project-inshore</a> will reported in 2015 (slightly later than anticipated).</p> <p>We will evaluate the outcomes of this assessment and where appropriate incorporate findings into future plans.</p> <p>We delivered a series of evidence projects to inform our management decisions, for example <a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/312998/fcf-baitcollecting.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/312998/fcf-baitcollecting.pdf</a></p>   |

|    |   |   |  |  |
|----|---|---|--|--|
| 6d | By April 2015 at the latest, but showing progress from April 2011, demonstrate adoption of minimum standards (for example in line with government guidance on sustainable development) and a precautionary approach for the management and protection of sites of special scientific interest, national nature reserves, Ramsar sites, European marine sites, and/or Marine Conservation Zones within the IFC district. | IFCAs are working in partnership with key delivery bodies to enable marine protected areas within their Districts to be managed sustainably | Assessment of the condition of marine protected areas by statutory bodies, where available, will have been taken into account when developing suitable management plans, by 31 March 2012. | Southern IFCAs have developed detailed plans to assess 'amber' risks in European marine sites and taken on an additional team member to assist in this task.   |
|    |   | IFCAs are delivering the principles of sustainable development, as set out in Government guidance   | The IFCAs will be able to demonstrate effective representation on relevant management boards/steering groups for marine protected areas, where appropriate, by 31 March 2012.              | We have implemented a Poole Harbour Bait collection Memorandum of Understanding with our key partners<br><br>We have reviewed risks and have developed management plans so as to further the conservation objectives of marine Conservation Zones. We await the conservation advice for these sites. |
|    |   |   | IFCAs can demonstrate delivery of the principles outlined in Government guidance on sustainable development (On-going commitment from April 2011)  | In our activities we followed Defra guidance on sustainable development.<br><a href="http://archive.defra.gov.uk/environment/marine/documents/interim2/2011-ifca-guide-sd.pdf">http://archive.defra.gov.uk/environment/marine/documents/interim2/2011-ifca-guide-sd.pdf</a>                          |

## Revised Approach to Fisheries in European Marine Sites

We developed fisheries management, compatible with conservation objectives, undertook a series of Tests of Likely Significant Effect and where necessary Appropriate Assessments. We also implemented compliance within areas where management has already been introduced. European marine sites (EMSs) are designated to protect habitats and species in line with the EU Habitats Directive and Birds Directive. To bring fisheries in line with other activities, the Department for Environment, Food and Rural Affairs (Defra) announced in 2012 [a revised approach to managing fishing activities within EMSs](#). In 2014/15 we promoted sustainable fisheries, in these important sites, while conserving the marine environment and resources, securing a sustainable future for both. We did so by undertaking assessments of fishing activities within European Marine Sites against the conservation objectives of these sites



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

| High level objective |   | Outcomes   | Performance Indicators   | Comments from 2012-2013  |
|----------------------|---|--|--|--|
| 7a                   | By April 2012, demonstrate ability to effectively engage with local and central Government and key partner organisations at a national level, to the benefit of IFCA's as a whole.  | The IFCA's create an Association to represent their interests on a national and collective basis.  | By 31 March 2012, the IFCA will be actively involved, through membership, in the direction, good governance and running of the Association.  | Southern IFCA is a member of the Association for 2014/15 and the Chief Executive is a Director of the Association. |
|                      |   | The production of a comprehensive package of national and local Memorandum of Understanding (MoUs) and/or service level agreements (SLAs). | Initial MoUs will be agreed and adopted by end of April 2011; SLAs (if required) will be agreed and adopted by 31 March 2012. Each MoU and SLA to be reviewed annually to ensure effective delivery of objectives as defined in the annual plan.                                   | MoUs have been agreed with MMO, CEFAS, NE and the EA.  |
|                      |   | Efficient and effective partnership working between all relevant parties and each IFCA.  | By 31 March 2012, partnership working will be embedded in the IFCA (and partner organisation), evidenced on an annual basis by regular liaison meetings and joint, or collaborative activities as defined in the annual plan.  | As per 6d  |
| 7b                   | By April 2013, develop a strategy and corresponding action plan for promotion of the work of IFCA's and the benefits that they offer to the local community, and demonstrate implementation of the action plan by April 2015. | A strategy and corresponding action plan for the work of IFCA's is delivered by 2013   | Work will be initiated during 2011 toward developing a strategy for the promotion of IFCA's work, including the development of promotional / communication plans. This work is to have been completed by 31 March 2013. Promotional/communication plans will be reviewed annually. | As per 6b  |
|                      |   | Promotional/Communications plans developed by each IFCA as a part of a "listening and learning policy".                                    | By 31 March 2012 a 'compliments, comments and complaints' data collection system will be developed, to analyse data received from stakeholders and general public. Information on the collected data will be included in future annual reports.                                    | As per 6b  |
|                      |   | Each IFCA annual report contains evidence and information on progress of the IFCA in delivering the promotions strategy.                   | By 30 April 2011 all IFCA staff will be badged so as to be recognisable as IFCA officers, who following internal training, will be able to speak with authority on the IFCA 's aims and objectives.  | As per 1c  |
|                      |   | IFCA staff fully trained to promote the aims and objectives of the authority.  | By 31 March 2012 annual staff appraisals will be undertaken to measure the standard of behaviour toward, and interaction with, stakeholders, general public and officers/staff of partner organisations.   | As per 1c  |

## Association of IFCA's

Each IFCA has legal power to enter into arrangements with other IFCA's to establish a co-ordinating body. All ten IFCA's are members of the Association of IFCA's. The Association is set-up as a Company Limited by Guarantee. It is wholly owned by the ten IFCA's and acts in a representation, communication and co-ordination role. The Association has, on behalf of all ten IFCA's, led discussion with government on the development of fisheries policy and, in particular, the revised approach to managing commercial fisheries in European Marine Sites (EMS). Each IFCA contributes an agreed sum to fund the Association that covers employment costs for its officers and logistics.



## Risk Management Report

Southern IFCA is responsible for the inshore fisheries and marine environment, and to provide a service to both residents and visitors. It is essential that the Authority protects and preserves its ability to continue to provide that service by ensuring that its assets, both tangible and intangible, are protected against loss and damage. The service provided is subject to a number of risks, which if not controlled, will greatly affect the Authority's ability to discharge its responsibilities to the environment, the community and its employees.

Risk management is the process of measuring, or assessing, risk and developing strategies to manage it. Strategies include reducing the negative effect of the risk, avoiding the risk, transferring the risk to another party and accepting some, or all, of the consequences of a particular risk if it is low. Traditional risk management focuses on risks stemming from physical or legal causes and the impact they may have on the Service e.g. natural disasters or fires, accidents, death, and legal challenges.

### Business Continuity

Where risks are identified that could have a significant or catastrophic impact on a business or service, it makes sense to consider how the business will continue if an event does occur. It also helps to identify possible actions that could inherently reduce the risk of the event occurring.

In conjunction with all staff, senior officers have set aside time to assess the risks to the Service and where possible to put in place management strategies to eliminate, or reduce the risks. The sort of risks identified were loss of the vessel, loss of records by fire in the office, large scale staff illness, legal challenge and so on. No incidents or loss of business continuity was reported in 2014/15.



## Risk Register

| Risk Category  | Operational  | Financial      | Health & Safety   | Environmental  | Political  | Statutory duty | Reputation |
|--|--|----------------|---|--|--|----------------|------------|
| Risk   | Likely implications  | Risk Category  | Management of the Risk  | Potential Mitigation   | Comments   |                |            |
| Southern IFCA fails to engage with the community             | Conflict between stakeholder groups                        | O, R, F, P.    | <ul style="list-style-type: none"> <li>• Development of co-management where appropriate</li> <li>• Regular contact with stakeholders</li> <li>• Documentation to be easily accessible.</li> <li>• Annual Plans / Reports published.</li> <li>• Implementation of Communication Plan</li> <li>• Regular liaison with partners</li> <li>• Working groups established to develop options and manage specific issues</li> <li>• Accessible IFCA contact points for IFCA</li> <li>• IFCA team members have access to information.</li> </ul> | <ul style="list-style-type: none"> <li>• Engagement with all sectors on a regular basis to identify issues and shared solutions.</li> <li>• Development of a culture of compliance and refocus from enforcement only to collaboration, education and enforcement.</li> <li>• Regular contact with officers.</li> <li>• Presentations to a wide range of stakeholders.</li> <li>• The development of intelligence assets and systems of reporting.</li> </ul> | <ul style="list-style-type: none"> <li>• The development of a shared understanding and the establishment of common goals will decrease tensions and likely result in more robust solutions.</li> <li>• Prosecution remains an important component of compliance.</li> <li>• Ingrained misunderstandings remain challenging and difficult to address.</li> <li>• Trust and the establishment thereof takes time. It is essential that the IFCA recognise that and develop trust building processes.</li> <li>• An intelligence led approach reduces unknowns and ensures assets are properly deployed.</li> </ul> |                |            |
|  | Noncompliance with regulations                             | O, R, F, P.    |   |  |  |                |            |
|  | Misunderstanding of the role of the IFCA                   | P, R.          |   |  |  |                |            |
|  | Lack of trust in the management process                    | O, R, F, P.    |   |  |  |                |            |
|  | Lack of intelligence.                                      | O, R, F, E.    |   |  |  |                |            |
| Southern IFCA fails to meet stakeholder expectations.        | The IFCA model is replaced if the Authority under performs | O, R, F, P, E. | <ul style="list-style-type: none"> <li>• Communication plan implemented and refreshed annually.</li> <li>• Annual Plans and Reports identifying aims.</li> <li>• The development of a learning culture and feedback opportunities.</li> </ul>   | <ul style="list-style-type: none"> <li>• Maintain a close working relationship with key delivery partners.</li> <li>• Establish feedback mechanisms with key partners.</li> </ul>  | <ul style="list-style-type: none"> <li>• In 2014 a report, to parliament, will be prepared on the activities of the IFCAs.</li> <li>• Trust will be gained over a period of time.</li> </ul>   |                |            |
|  |  | O, R, F, P, E. |   |  |  |                |            |
| Southern IFCA Failure to achieve compliance with legislation | Stock collapses  | R, E, P.       | <ul style="list-style-type: none"> <li>• The development of adaptive co-management approaches to the delivery of duties.</li> <li>• Thorough consultation and the provision of information.</li> <li>• Through the development of intelligence assets.</li> <li>• Through the analysis of risk.</li> <li>• Through the development of deterrent patrolling as well as reactive patrols.</li> </ul>  | <ul style="list-style-type: none"> <li>• Through the provision of adequate training and development.</li> <li>• Through the establishment of a Compliance Framework with remedies commensurate with risks.</li> <li>• By maintaining effective working relationships and ways of working.</li> </ul>   | <ul style="list-style-type: none"> <li>• By supporting the development of national standards of training.</li> <li>• By seeking opportunities to cross warrant where there is an identifiable need to do so.</li> <li>• By ensuring that non-compliance is remedied through the appropriate sanctions to avoid proliferation.</li> <li>• Through the establishment of coherent national policies and collaboration through the association of IFCAs.</li> </ul>  |                |            |
|  | Environmental damage                                       | E, P, S.       |   |  |  |                |            |
|  | Legal challenge  | F, P, S, O.    |   |  |  |                |            |

|  |  |             |   |  |  |
|--|--|-------------|---|--|--|
| Enforcement activities conducted in an unprofessional and uncoordinated manner | Inconsistent approach to enforcement             | O, P, S, F. | <ul style="list-style-type: none"> <li>• Ensure adequate training</li> <li>• The development of risk registers, intelligence systems and tactical coordination.</li> <li>• Active management and engagement with officers.</li> <li>• Clear standards of behaviours reinforced by managers.</li> </ul>                            | <ul style="list-style-type: none"> <li>• IFCOs follow the policies regarding compliance.</li> <li>• The maintenance of a presence in the community on land and by sea.</li> <li>• Team meetings monthly and 6 monthly appraisals.</li> </ul>   | <ul style="list-style-type: none"> <li>• The Compliance Framework establishes the risk based intelligence led approach. Policies, plans and processes refer to this.</li> <li>• Timely remedies to noncompliance are necessary to ensure trust and non-proliferation.</li> <li>• IFCOs must act and a team and engage with the community consistently and fairly.</li> </ul> |
|  | Non compliance                                   | E, P, S.    |   |  |  |
|  | Low IFCO morale.                                 | O, H, F.    |   |  |  |
| Damage to marine Protected Areas.  | Damage of loss of species and or habitats.       | R, E, P.    | <ul style="list-style-type: none"> <li>• Habitat Regulations Assessment of Activities within European Marine Sites and establishment of management measures in other forms of MPAs.</li> <li>• Development of a co-management approach.</li> </ul>  | <ul style="list-style-type: none"> <li>• Delivery of the revised approach to the management of fisheries in European marine Site project.</li> <li>• Evidence gathering and effective dialogue with industry.</li> <li>• Development of working arrangement with n.g.o's and other partners and the identification of shared aims and opportunities to collaborate.</li> </ul> | <ul style="list-style-type: none"> <li>• Evidence based decision making and the reduction, where possible on the application of the precautionary approach due to the lack or absence of data.</li> </ul>  |
|  | Legal challenges for failing to meet obligations | R, F, P.    |   |  |  |
| Incident involving staff due to un safe working practices                      | Death or injury                                  | O, F, H, S. | <ul style="list-style-type: none"> <li>• Training and development programme</li> <li>• Appropriate testing and certification of equipment</li> <li>• Risk assessments reviewed</li> <li>• Staff appraisals incorporate feedback and development needs.</li> <li>• Staff engaged through regular meetings and feedback.</li> </ul> | <ul style="list-style-type: none"> <li>• Team members read and understand the risk assessments</li> <li>• As above</li> <li>• Regular team meetings to include feedback and reporting of incidents or near misses, as well as risk identification in forward planning.</li> </ul>  | <ul style="list-style-type: none"> <li>• Risk assessments are regularly reviewed.</li> <li>• Appropriate training is undertaken.</li> <li>• Attendance at IFCO training courses to include risk assessment and awareness.</li> <li>• Managers must actively develop team morale and create a culture of safe working practice.</li> </ul>                                    |
|  | Legal Claims                                     | O, F, H, S. |   |  |  |
|  | Poor morale and performance                      | O, F, H, S. |   |  |  |
| Fish / stock collapse  | Collapse of local fishing industry               | P, S.       | <ul style="list-style-type: none"> <li>• Development of Strategic Research programme.</li> <li>• Review of management measures</li> <li>• Ability to introduce emergency byelaws.</li> <li>• Development of a strategic review of stocks using the Marine Stewardship Council assessment criteria.</li> </ul>                     | <ul style="list-style-type: none"> <li>• Reporting of feedback to the IFCA from industry / anglers (as part of the IFCO reports).</li> <li>• Adoption of codes of conduct and practice in addition to use of regularly mechanisms.</li> <li>• Review of management to consider the adoption of harvest control rules and market incentives.</li> </ul>                         | <ul style="list-style-type: none"> <li>• Community feedback is likely to act as effective early warning.</li> <li>• It is essential that links with research institutions and other agencies are maintained to highlight issues and identify risks.</li> </ul>   |
|  | Displacement of fishing activity                 | P, S.       |   |  |  |
|  | Detrimental impact on local ecology.             | P, S.       |   |  |  |
| Failure to secure data   | Noncompliance with the data protection act.      | S.          | <ul style="list-style-type: none"> <li>• Data management protocols and policy followed by all staff.</li> <li>• Sensitive and confidential data secured in fire safe facilities.</li> </ul>   | <ul style="list-style-type: none"> <li>• Staff training on the requirements of the data protection act.</li> <li>• Case files must be locked away when they are not in use</li> </ul>  | <ul style="list-style-type: none"> <li>• Advice is clear on the measures that must be followed as a requirement to secure data.</li> </ul>   |
|  | Investigation File compromised                   | S.          |   |  |  |

|   |  |             |  |  |  |
|---|--|-------------|--|--|--|
|   | Loss of data through fire and theft  | S.          | <ul style="list-style-type: none"> <li>• Development of gcsx secure email access.</li> <li>• Electronic assets password protected</li> <li>• Data backed up and kept offsite regularly.</li> </ul>   | <ul style="list-style-type: none"> <li>• Clear desk policy is adopted.</li> <li>• Agreed security requirements on data.</li> </ul>   |  |
| Failure to maintain effective financial management and control                | Fraud  | O, R, P.    | <ul style="list-style-type: none"> <li>• Financial rules and procedures are followed at all times.</li> <li>• Audits are conducted internally and externally.</li> <li>• Reserves are maintained to ensure continuity.</li> </ul>                  | <ul style="list-style-type: none"> <li>• Financial standing orders are reviewed and maintained.</li> <li>• The Appeals and Scrutiny Committee meet regularly to review budget statements</li> </ul>  | <ul style="list-style-type: none"> <li>• Budgets should be closely aligned to expected costs and kept under review. The financial standing orders must be followed and reviewed where appropriate to provide effective financial control.</li> <li>• Properly qualified and experienced staff responsible for financial control and management.</li> </ul> |
|   | Unforeseen expenditure   | O, R, P.    |  |  |  |
|   | Inefficient use of financial resources   | O, R, P.    |  |  |  |
| Total loss of vehicle or patrol vessel as a consequence of collision or fire. | Inability to patrol effectively.   | O, F.       | <ul style="list-style-type: none"> <li>• Fully certified and trained officers.</li> <li>• All equipment is maintained as is appropriate coding of vessels / requirements of vehicles.</li> <li>• Regularly training and drill of crews.</li> </ul> | <ul style="list-style-type: none"> <li>• Short term hire of vessels/vehicles form partners.</li> <li>• Increased landing inspections.</li> <li>• Appropriate levels of insurance.</li> </ul>   | <ul style="list-style-type: none"> <li>• Southern IFCA operates a number of vessels/vehicles; it is possible to extend operating area (within the limits of the coding of the vessels).</li> <li>• In the case of replacement it is necessary to follow procurement rules.</li> </ul>  |
| Loss of key staff   | Tasks not completed with knock on impacts to areas of work.                                      | O, F.       | <ul style="list-style-type: none"> <li>• Development of staff capacity and experience through upskilling.</li> <li>• Develop stress management plan</li> </ul>   | <ul style="list-style-type: none"> <li>• Seek assistance from other IFCAs and or Agencies i.e. secondment. Build redundancy through staff capability mechanisms</li> </ul>   | <ul style="list-style-type: none"> <li>• As a small organisation it is difficult to manage this issue effectively to ensure effective cover.</li> </ul>  |
| Insufficient financial resources to complete the task                         | Delays in gaining necessary data information for the authorities regulatory and management task. | O, F, P.    | <ul style="list-style-type: none"> <li>• Annual planning</li> <li>• Strategic research planning.</li> <li>• IFCA members to be engages in the decision making process.</li> <li>• Councils aware of demands and requirements.</li> </ul>           | <ul style="list-style-type: none"> <li>• Seek alternative sources of funding from non-statutory work (grants, earned income etc.)</li> <li>• Demonstrate the value of the IFCA model to secure continued underpinning from central government by delivering on national priorities.</li> </ul> | <ul style="list-style-type: none"> <li>• Budgets are under increasing pressure from a variety of demands and there is an increasing expectation on the IFCA to support the delivery of national policies. There is a need to reconcile these challenges with the needs of the local community.</li> </ul>  |
| Loss of premises  | Inability to provide adequate work space.  | S, O.       | <ul style="list-style-type: none"> <li>• Ensure that fire precautions are in place and tested.</li> <li>• Sensitive files are appropriately stored.</li> </ul>   | <ul style="list-style-type: none"> <li>• Seek emergency accommodation from partners.</li> <li>• Keep backups of key documents as electronic copies.</li> <li>• Use of call divert to mobile phones</li> </ul>  | <ul style="list-style-type: none"> <li>• Temporary home working and a close working relationship with partners as well as advances in technology reduce the impacts of this risk.</li> </ul>   |
|   | Loss of telephones and internet connection   |             |  |  |  |
| Failure to effectively manage the   | Biosecurity Hazards  | H, O, P, S, | <ul style="list-style-type: none"> <li>• Develop a biosecurity plan for aquaculture production</li> <li>• Ensure adequate enforcement of</li> </ul>  | <ul style="list-style-type: none"> <li>• Ensure liaison with CEFAS and EHOs is maintained.</li> <li>• Work through partnerships in the</li> </ul>  | The Poole Order, 1985 is due for renewal in 2015. A renewal of the Order represents an   |

|                          |  |           |   |  |  |
|--------------------------|--|-----------|---|--|--|
| <p>Poole Order, 1985</p> |  | <p>R.</p> | <p>the Poole Order, 2015</p> <ul style="list-style-type: none"> <li>• Engage with stakeholders regarding the opportunities to manage the Harbour post 2015.</li> <li>• Liaise directly with license holders.</li> </ul> | <p>development of joint compliance operations.</p> <ul style="list-style-type: none"> <li>• Ensure that compliance and intelligence assets are aligned to the risks.</li> <li>• Develop dialogue with the community so as to seek opportunities to develop co-management.</li> </ul> | <p>opportunity to develop more flexible and co management opportunities.</p> |
|--------------------------|--|-----------|---|--|--|

## Service Description, Objectives, Standards and Targets

Like many businesses or organisations, the Southern IFCA Service unit needs to have clearly identified objectives, work standards and targets to attain. It also requires good delivery mechanisms if it is to improve on a yearly basis. The increasing pressures on budgets and a desire for the organisation to be open and transparent to stakeholders and revenue providers, requires us to formally set and record the processes to provide the necessary scrutiny. 3 new officers have been appointed from 2011-2012 and have significantly augmented the service provision of the IFCA.

### Service Description

The Authority is an employer under section 165 of MaCAA 2009, having an establishment comprising 13 full time staff. Most of the officers have dual roles.

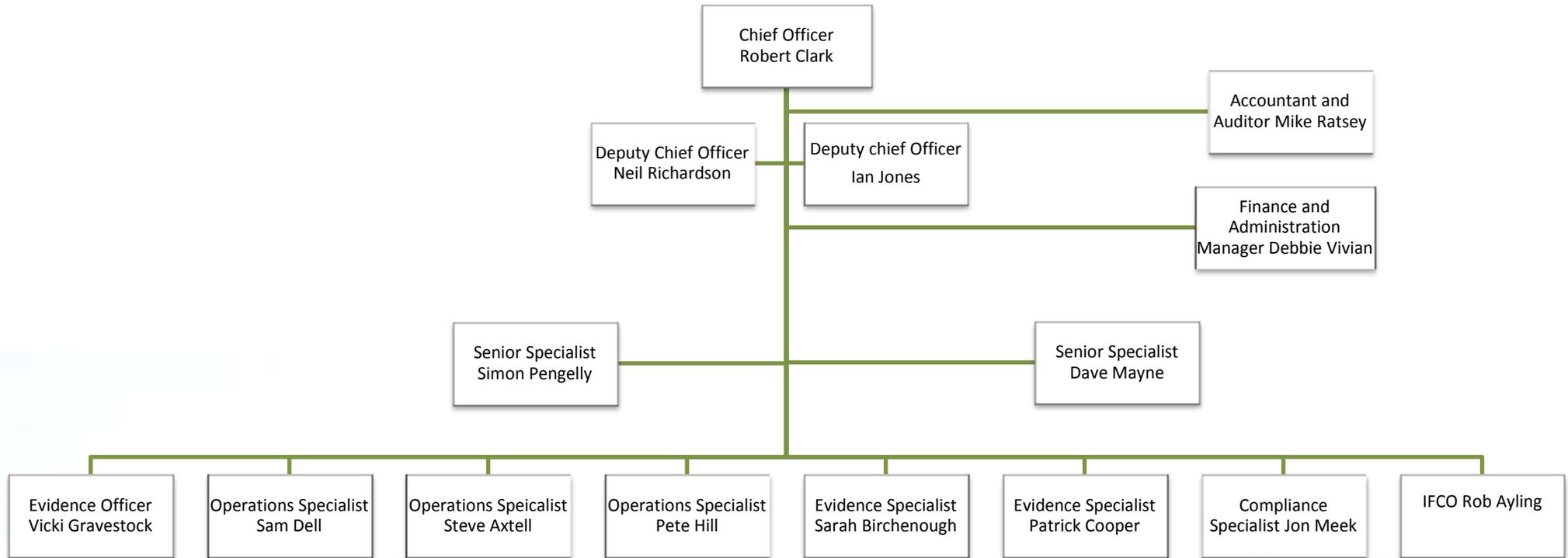
The majority of Southern IFCA staff members are mobile being based throughout the District. Officers also regularly visit the harbours, coves and landing places around the District by road. The Office Manager is office based. The Chief Officer and Deputy Chief Officer spend large amounts of time in the office but still have a requirement to be mobile when required, spending time at sea and on the road. A wide range of meetings is also attended throughout the year

### Service Standards

As part of Southern IFCA's commitment to customer care, the following standards have been set so that customers know what to expect when dealing with the Authority and its staff. Employees will:-

- Identify themselves when dealing with anyone.
- Answer telephone calls within 5 rings whenever the office is staffed.
- Answer letters or send a holding letter within 10 working days of receipt.
- Deal with complaints in accordance with the Southern IFCA's procedures.
- Be courteous and endeavour to be helpful at all times.
- Provide information on our services and facilities.
- Consult on important issues and ask for people's views about our services.
- Greet someone within a few minutes, when they attend the office.
- Provide confidential interview facilities if needed.
- Notify any suspected offenders, where an offence is to be prosecuted in Court, within 6 months of detection of the offence.

# Resources and Service Structure (officers)



## The main work streams

Enforcement of relevant fisheries and marine nature conservation legislation at sea and ashore:

- Collecting data through research and survey (practical and desk based),
- Management and maintenance of the District's natural resources,
- Administration, including finance, data protection and record keeping,
- Providing advice (official consultations, general fisheries and environmental enquiries and *ad hoc* stakeholder enquiries),
- Management and maintenance of the Authority's physical resources and
- Acting as intermediary and facilitator.

The objectives of the Service were as follows:

- To provide a professional, effective, efficient and equitable enforcement regime in the inshore waters around the coast of Dorset, Hampshire and the Isle of Wight,
- Ensure the best possible general and fishery management practices and research techniques are utilised as an on-going process;
- Continue to improve our standards and monitor our performance,
- Provide stakeholders and the general public with information and/or data, and improve access to that information/data by electronic means,
- Work in partnership with other organisations (e.g. CEFAS, MMO, EA, NE, research bodies, NGOs) to help ensure a better service is delivered through shared sources of information and,
- Proactive Involvement with stakeholders and interested parties by means of public meetings and structured presentations, and obtain feedback.

## Patrol Vessels

The following resources belonged to Southern IFCA on the 30<sup>th</sup> March 2015. During 2012-2013 a vessel working group comprising Authority personnel and members established a process by which to receive the IFCA assets afloat. The group will reported in 2013. Following that report the following assets were

| Vessel details     | HP  | MCA Work Boat Code      | Length | Crew | Commissioned | Life remaining | Replacement cost |
|--------------------|-----|-------------------------|--------|------|--------------|----------------|------------------|
| FPV Stella Barbara | 240 | Cat. 3 (20 nm offshore) | 8m     | 2-3  | 2015         | 10             | £115,000         |
| FPV Tenacity       | 240 | Cat. 3 (20 nm offshore) | 10m    | 2-3  | 2000         | 2              | £200,000         |
| FPV Endeavour      | 115 | Cat. 3 (20 nm offshore) | 6m     | 2-3  | 2012         | 14             | £42,000          |
| FPV Protector      | 280 | Cat. 3 (20 nm offshore) | 8m     | 2-3  | 2013         | 9              | £80,000          |

| Vehicle details     | Allocated to  | Entered service | Replacement date | Replacement cost |
|---------------------|---------------|-----------------|------------------|------------------|
| 9 x Vans            | IFCOs         | 2007-2012       | rolling          | £12,000 each     |
| Land Rover Defender | FPV Endeavour | 2012            | 2017             | £27,000          |



## Finance & Accounts

### **Budget**

The Authority had a budgeted income of £791,174 for 2014-2015. This figure included £274,342 in New Burdens funding from Defra to enable the Authority to meet its new duties. The New Burdens funding from the seven constituent councils has been passed on to the Authority. Use of New Burden money is not accounted for separately by the Authority due to the accounting and allocation complexities that this would have caused. The annual allocation from Defra of £274,342 was for an initial period of four years until the next Comprehensive Spending Review originally scheduled for 2014. It has now been extended for a further year, at which time consideration will be given to Government's support for a further period, taking into account the effectiveness and performance of the IFCA's over the period. The allocation from Defra has proved essential in developing the capabilities of the organisation against a backdrop of increased demands and in particular supports the employment of 3 new officers and 2 new research officers. The Authority considers its approach to taking a 'blank canvas' view post the introduction of the MaCAA 2009 coupled with a staff and asset review to be the most appropriate way of ensuring that New Burden duties are integrated into the business in the most effective way.

The Authority is firmly committed to operating as effectively as possible and there was an under-spend during the second year. The savings primarily resulted from staff vacancies throughout the year. This situation enabled the Authority to maintain its Levy on the constituent authorities at the same level as the previous year.

Staff remuneration is paid in accordance with National Joint Council (NJC) agreements and Spinal Column Points (SCP). During the Financial Year a regrading and scoping exercise was undertaken and implemented.

## BUDGET 2014/2015

| <b>EXPENDITURE</b>        | <b>£</b>       |
|---------------------------|----------------|
| ADMIN EXPENDITURE         | <b>644,761</b> |
| PATROL VESSEL EXPENDITURE | <b>66,750</b>  |
| VEH & TRAVEL EXPENDITURE  | <b>56,253</b>  |
| EQUIPMENT EXPENDITURE     | <b>76,759</b>  |

| <b>INCOME</b>                        |                |
|--------------------------------------|----------------|
| Bank interest receivable             | 10,000         |
| Levy - Hants                         | 294,634        |
| Levy - IOW                           | 104,653        |
| Levy - Dorset                        | 203,108        |
| Levy - Poole                         | 32,381         |
| Levy - Bournemouth                   | 26,546         |
| Levy - Southampton                   | 31,360         |
| Levy - Portsmouth                    | 36,610         |
| Court costs awarded                  | 7,000          |
| Poole clam licences                  | 4,500          |
| Rents - Poole leases                 | 15,382         |
| MCZ management transfer from reserve | 25,000         |
| <b>TOTAL INCOME</b>                  | <b>791,174</b> |

| <b>EXPENDITURE SUMMARY</b> |                |
|----------------------------|----------------|
| Administration             | <b>644,761</b> |
| Patrol Vessels             | <b>66,750</b>  |
| Vehicles & Travel          | <b>56,253</b>  |
| New Equipment              | <b>76,759</b>  |

**TOTAL EXPENDITURE** **844,522**

**TOTAL INCOME** **791,174**  
**EXCESS OF EXPEND OVER INCOME** **(53,349)**

## Accounting Statement for Southern Inshore Fisheries and Conservation Authority

The Audit Commission Act 1998 requires an external audit of the accounts of a committee or joint committee of local authorities (e.g. IFCAs). Consequently, an IFCA should meet the requirements of the Accounts and Audit Regulations 2003 and prepare a Statement of Accounts which is signed off by the Audit Commission.

As the IFCA has an annual budget of less than £1m the Audit Commission Small Bodies return procedure was used. The following is a summary of the 14/15 and 13/14 audited statement.

|                                    | Year ending  |              |
|------------------------------------|--------------|--------------|
|                                    | 31-Mar-14    | 31-Mar-15    |
| Balances brought forward           | 933,360.00   | 905,093.00   |
| Income from levies                 | 729,291.00   | 729,291.00   |
| Other receipts                     | 132,955.00   | 174,456.00   |
| Staff costs                        | (459,187.00) | (465,458.00) |
| Loan interest/cap repayments       | 0.00         | 0.00         |
| Other payments                     | (431,326.00) | (278,103.00) |
| Balances carried forward           | 905,093.00   | 1,065,279.00 |
| Cash & investments                 | 1,293,936.00 | 1,399,090.00 |
| Fixed and long term assets at cost | 1,008,716.30 | 641,208.42   |
| Borrowings                         | 0.00         | 0.00         |

The summary was confirmed as correct and approved along with an annual governance statement and recorded. The summary was duly publicised.

The Authority is audited by the Audit Commission who has sub-contracted the work to BDO LLP, Southampton.