

## Introduction and Purpose

The Sussex IFCA Hand Gathering Byelaw requires monthly submissions of catch returns for all Hand Gathering Permit holders. Catch returns must be submitted regardless of whether the permit holder engaged in fishing/hand gathering activity during that month – for months when no fishing activity occurred, 'Nil Returns' must be submitted.

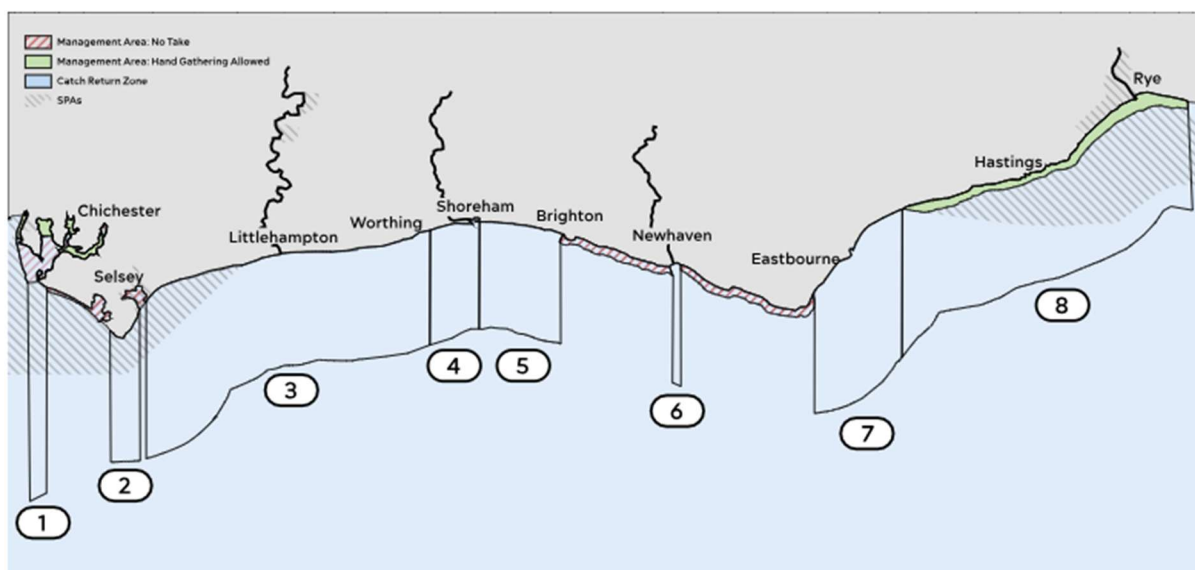
The data submitted in catch returns will enable the Sussex IFCA and others to better understand:

- Quantity of individual species collected through hand gathering activities.
- Spatial distribution and density of hand gathering activities in Sussex.
- Changes in catches and the status of stocks in response to the levels of fishing effort within the fisheries.
- The scale and economic value of fisheries within the Sussex IFCA District

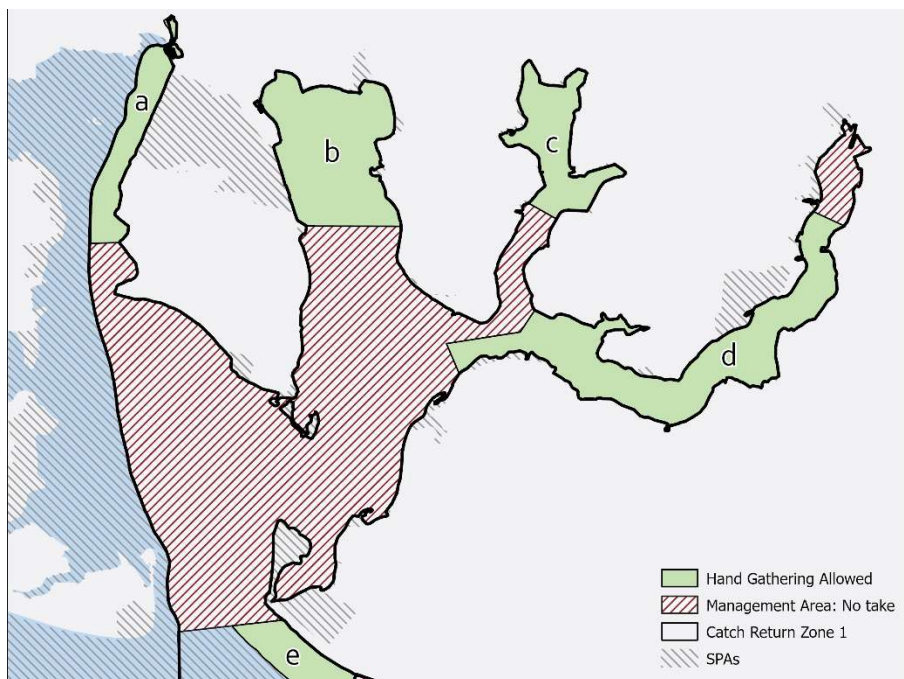
Catch return data provides Sussex IFCA with the essential evidence needed to monitor each fishery and inform any future management decisions. A report that anonymises and summarises the data will be published annually.

## Hand Gathering Areas

To enable the Authority to better understand and manage the fisheries within the IFCA District, we require information on where you hand gathered. The District has been split into 8 reporting areas, as per the following map:



For Chichester Harbour, some additional information is required, and you will be asked to select one of the additional areas A-E:



### What information does Sussex IFCA need?

1. The date or dates you hand gathered in a specific month
2. The area or zone where you Fished / Hand Gathered
3. The species gathered
4. The total weight for each species gathered
5. The method used

### How do I submit my catch return data?

Catch returns must be submitted through the Sussex IFCA Database. No other form of submission such as paper or email will be accepted.

The online catch return submission process has been designed to be as simple as possible, with straightforward menu selections, to minimise the time it will take users to submit the information. We anticipate it should not take more than a few minutes to submit a catch return.

A step-by-step guide has been produced to guide users through the process, as well as two instructional videos hosted on YouTube.

YouTube Video 1 – Submitting Catch Returns with Data:

<https://youtu.be/3S6ArSAZ43E>

YouTube Video 2 – Submitting Catch Returns Nil Return:

[https://youtu.be/BzC\\_RW-gQlw](https://youtu.be/BzC_RW-gQlw)

Anyone having difficulty with the catch return process should contact Sussex IFCA at [database@sussex-ifca.gov.uk](mailto:database@sussex-ifca.gov.uk) or on 01273 454407.

### **Lugworm catch return reporting additional guidance**

Sussex IFCA request reporting lugworm removals in weight, to remain consistent with all hand gathering activities. We are aware hand gatherers commonly collect lugworm for bait by number to sell in wraps of 10 or 12 worms, and therefore provide the following additional guidance for reporting lugworm catch returns:

1. Preferred option. Total Lugworm are weighed at the end of the collection activity, this can be conducted with a small set of spring or digital scales, by weighing the total collection of lugworm within the bucket, then removing the weight of the empty bucket.
2. Conversion from volume. Many buckets have volume indicators on the side/internal wall of the bucket, or a measuring jug can be used. A direct conversion can be applied whereby 1 litre = 1KG of worms, 100ml = 100grammes of worm, etc.
3. Conversion from number. Where the count of worms is the only data available, an average worm weight of 10grammes should be applied to provide a conversion. For example, 150 worms X 10g = 1500grammes or 1.5kg.

### **How often will I need to send Sussex IFCA my catch data?**

Hand gathering catch returns are required to be sent every month.

### **Responsibility of the Permit Holder and Failure to Submit Returns**

It is the responsibility of the permit holder to submit catch returns by the deadline stated above. Failure to submit returns or providing inaccurate returns constitutes an offence under the Sussex IFCA Hand Gathering Permit Byelaw general permit conditions, and may result in enforcement action being taken

against the permit holder. Permits will be suspended by the Authority until returns have been submitted.

### **Data Protection**

The information that has been provided to Sussex IFCA may be used by the Authority for reporting and monitoring purposes. In accordance with the Data Protection Act 2018, the Authority may disclose the information to other government agencies for the prevention of crime. The Authority may also publish and disclose all data, in anonymous and/or aggregated form to other organisations, bodies or persons for other purposes, including scientific research. No commercially sensitive information will be disclosed, unless to other enforcement agencies for enforcement purposes.