

NORTH EASTERN INSHORE FISHERIES & CONSERVATION AUTHORITY

18 June 2026

Hybrid Meeting Virtual/Meeting, County Hall, Cross Street, Beverley, HU17 9BA

AGENDA

1. Apologies for absence
2. Declaration of Personal or Prejudicial Interests – Members to declare any interests in items on the Agenda and the nature of such interests

Annual Meeting Business

3. Greetings and Introductions to new members and appointees
4. Membership of the Authority
- 4a. Extract from Standing Orders:-

“Order of Business

The Authority shall, at its June meeting in every year, elect two of its number to be respectively Chair and Vice-Chair of the Authority for the ensuing year. The previous Chair and Vice-Chair shall always be eligible for re-election up to a maximum of 10 consecutive years.

Should the Chair not be a representative of one of the constituent councils, the Vice-Chair shall be elected from the council representatives, unless they so decline.

- 4b. To elect a Chair for the ensuing year
Last year: Professor Michael Elliott
- 4c. To elect a Vice-Chair for the ensuing year
Last year: Councillor David Chance
5. To appoint an Executive Committee for the ensuing year (8 Members with Chair and Vice-Chair as ex officio members and with equal representation between Local Authority and MMO appointees)

Last year: Chair, Vice-Chair
Councillors, Creevy, Swannick, Henry and Norman
Mr G Collins. Dr Stephen Axford.
6. To confirm membership of Standards Committee
Last year: Councillors Owen, Chance and the Clerk

7. To confirm membership of Science Advisory Group (6 MMO appointees including at least 1 fishing industry representative)

Last year: Chair, Vice Chair of the Authority

Dr Stephen Axford, Miss Rebecca Lynam, Mr Graham Collins, Dr Clare Fitzsimmons, Prof Mike Elliott, Mr Michael Montgomerie, Mr Andrew Faichney, Councillor Tracey Henry and representatives from the Marine Management Organisation, Natural England and the Environment Agency be appointed for the ensuing year.

8. To appoint representatives:

(a) To serve on and report quarterly on:-

- (i) Flamborough Harbour Commissioners (2 representatives)

Last year: Councillor Norman, Professor Michael Elliott

- (ii) Staithes Harbour Board (4 representatives)

Current Members: Councillor N Swannick
Steven Mallinson Shore Operations Manager
Miss R Hanbury
1 Vacancy

(b) To attend meetings of:-

- (i) Association of Inshore Fisheries and Conservation Authorities Forum

Last year: Chairman (Vice Chairman substitute)
Clerk or Treasurer
Chief Officer

- (ii) Association of Inshore Fisheries and Conservation Authorities Directors
Chief Officer

Meeting Business

9. To consider the Minutes of the Authority meeting held on 6 February 2026 (*pages 1-8*)
10. To consider the Minutes of the Executive meeting held on 5 March 2026 (*pages 9-12*)

Items for decision

11. NEIFCA Financial Outturn 2025/2026 (*pages 13-22*)
12. Records Management and Data Quality Policy (*pages 23-36*)

Items for discussion

13. NEIFCA Annual Audit Report 2025/2026 (*pages 37-46*)
14. Science Advisory Group Update – 12 March 2026 (*pages 47-50*)

15. Management of scallop dredging 2026/2027 (*pages 51-58*)
(Not for wider circulation)
16. Management of permitted intertidal and sub-tidal fixed net fisheries 2026/2027 (*pages 59-66*)
17. Chief Officer's Operational report (*pages 67-76*)
18. Fisheries Statutes and Regulations – Prosecutions (*pages 77-78*)

Items for information

19. NEIFCA byelaws update (*pages 79-82*)
20. Reports from partner Agencies and bodies (*pages 83-86*)
 - 20(a) Marine Management Organisation
 - 20(b) Environment Agency
 - 20(c) Natural England
21. Any other items, which the Chairman decides, are urgent by reason of special circumstances which must be specified.

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY**AUTHORITY MEETING
06 FEBRUARY 2026****Present:**

Prof Mike Elliott
 Councillor David Chance
 Councillor Neil Swannick
 Councillor Tracy Henry
 Councillor Johnathan Owen
 Councillor Rachel Creevy
 Mr Michael Montgomerie
 Miss Rebecca Lynam
 Mr Graham Collins
 Dr Stephen Axford
 Kevin Woodcock

Representing:

Chair
 North Yorkshire County Council
 North Yorkshire County Council
 Hull City Council
 East Riding of Yorkshire Council
 Hartlepool Borough Council
 MMO appointee
 MMO appointee
 MMO appointee
 MMO appointee
 MMO appointee

Mr Stephen Hunt, Clerk, Mr David McCandless, Chief Officer, Mr David Kirven, Treasurer, Ms Liz Smith, Incoming Treasurer and Dr Ralf Bublitz, Senior Environmental Officer also attended the meeting.

The Committee met at The County Hall, Beverley, members were also able to attend the meeting via Teams. The meeting started at 13:30pm

58.	APOLOGIES FOR ABSENCE
	Apologies for absence were received from MMO members Andrew Faichney & Will Jenkinson and Council Members Cooke, Farren, Cawley & Norman.
59.	DECLARATION OF PERSONAL OR PREJUDICIAL INTERESTS
	Resolved –The Clerk asked Members to declare any personal or prejudicial interests in items on the Agenda and the nature of such interests. No declarations were received.
60.	TO CONSIDER THE MINUTES OF THE AUTHORITY MEETING HELD ON 26 JUNE 2025
	Resolved – The minutes of the Authority meeting held on 26 June 2025 be approved as a correct record and signed by the Chair.
61.	TO TAKE THE MINUTES OF THE EXECUTIVE COMMITTEE MEETINGS HELD ON 04 SEPTEMBER 2025
	Resolved – The minutes of the Executive meeting held on 04 September 2025 be approved as a correct record and signed by the Chair.

62.	BUDGET MONITORING 2025/2026
	The Treasurer, David Kirven, presented a report to advise Members of the budget position at the end of month 07 (October) in 2025/26. At the end of October 2025, the Authority had a net expenditure of £719,239 against an expected £810,168 underspending by £90,929. The forecast outturn underspend was £347,940. The majority of the underspend was a consequence of slippage in the completion of the build of the new patrol vessel. The new build has been technically complex requiring close interplay with a wide range of associated suppliers and technicians which has caused a short delay in the completion of trials, sign off and formal acceptance, however since the report was produced, acceptance of the vessel has now taken place. The forecast underspend was increased by a further £80,000 following notification in November 2025 of the award of additional Defra 'grant in aid', made up of £50,000 allocated to support the Marine Protected Area and delivery towards 'good environmental status' and £30,000 towards Marine Sustainable Development. Members asked if the delay in acceptance of the boat has caused any additional costs to be incurred, the treasurer explained that there have been no additional expense to NEIFCA with the main issues being external contractors.
	Resolved – a) The budget monitoring forecast outturn underspend at 31 March 2026 of £347,940 is noted. b) The Chief Officer is approved to increase the one-off payment to East Riding of Yorkshire Council towards the new patrol vessel by up to £350,000, funded from a combination of the forecast 2025/26 outturn underspend (£290,178) and increased balance on the Renewals Fund at the end of 2024/25 financial year (£59,822). c) The forecast £57,762 remaining underspend at outturn be transferred to the Renewals Fund.
63.	LEVY 2026/2027
	The Treasurer, David Kirven, presented a report to determine the levy on member local authorities for 2026/27. At its meeting on 5 December 2024, the Authority agreed to increase the levy for the 2025/26 financial year by 11.5% to a total of £1,712,499 (Minute 29 refers). The increase was the final year of a phased increase to fund the additional cost of the annual finance lease repayment for the build and commission of a new 24.5m Fisheries Patrol/Research vessel due to be operational in 2025. An indicative increase of 2% in 2026/27 and 2% in 2027/28 was proposed but not agreed. Members were assured that the Clerk, Treasurer and Chief Officer were mindful that authorities were facing financial pressures of their own, in particular the pressure from higher employee costs, funding constraints and increasing demand for public services. The current outlook remained uncertain for local government due to reduced income from fees and charges due to the increase in cost of living, inflationary pressures and delays in the reform of local government funding. With this in mind, Members were asked to consider the proposed 3% levy increase for 2026/27 as shown in Appendix A in the reports. In seeking this increase the Authority

	commits to undertake a further review for the 2027/28 levy when the costs of operating the new vessel will be clearer. **Discussions were held amongst the committee about attendance to NEIFCA authority meetings, in particular the local authority Councillors having a statutory duty to attend on behalf of their council. A letter to all members was agreed to remind members of their obligations and responsibilities, with Chief Officer, Clerk and Chair to collaborate on a draft for this**
	Resolved – a) The proposed 3% levy increase for 2026/27 is unanimously approved by the Authority and the Clerk be authorised to issue demands on the relevant local authorities as presented at Appendix A. b) The Authority acknowledges the issues affecting NEIFCA and their effect upon the levy for 2027/28 and 2028/29. c) A detailed budget for 2026/27 will be brought to the Authority for approval at the Executive meeting in March 2026. d) The Chief Officer to draft a letter to members about their statutory duty to attend meetings.
64.	NEIFCA BYELAWS UPDATE
	The Chief Officer presented a report to inform members on progress with the following byelaws: XXVIII Shellfish Permit Byelaw 2022 In line with the statutory process, the draft byelaw regulation and supporting documentation was sent to the Marine Management Organisation (MMO) for a Quality Assurance (QA) assessment on 11 January 2024 with a recommendation that it be further considered for formal confirmation by Defra. The draft regulation and its supporting RIA have subsequently gone through six phases of QA checking with the MMO and on 9 July 2025 it was finally submitted to Defra for formal confirmation. On 8 August 2025 Defra advised that it had been passed onto the Ministerial department for final review and signing with an expectation of receiving the signed off byelaw by March 2026. Discussions held amongst members on the number of permits to be offered when the byelaw comes into force. Since the making of this byelaw in 2022, 20 permits have been surrendered which is indicative of the general decline of the inshore fleet being seen nationally. Original number of permits suggested was established based on number of permit holders plus 10%. New figure to be looked at once the byelaw is signed off as part of the flexible conditions. Cllr Owen suggested that Council Members lobby their own MP's to try to support the sign off of the byelaw. Chief Officer, David McCandless agreed to draft a letter that all Council Members can send to their respective MP with unanimous agreement from the Councillors in attendance. XXIX Humber Estuary Fishing Byelaw 2022 At the Authority meeting held on 1 December 2022 members supported the making of a new byelaw XXIX Humber Estuary Fishing Byelaw 2022. Whilst retaining all existing management measures in relation to fishing activities within the boundaries of the Humber Estuary the new byelaw included a revision to the boundaries of an existing protected area to support the expansion of eel grass

	habitat. In line with the statutory process the draft byelaw regulation and supporting documentation was sent to the Marine Management Organisation for a Quality Assurance (QA) assessment on 11 January 2024 with a recommendation that it be further considered for formal confirmation by Defra. The draft regulation and its supporting RIA had subsequently gone through four phases of QA checking with the MMO and on 28 February 2025 it was submitted to Defra for formal confirmation. On 7 August 2025 officers received written confirmation from Defra that the byelaw had been signed by the Fisheries Minister on 28 July 2025. The provisions of the new byelaw regulation had now been implemented, and a copy of the new regulation was attached to this report for members' information. Byelaw in Progress – Mobile Gear Senior Environmental Officer, Ralf Bublitz updated members on the creation of a new mobile gear byelaw which incorporates many of NEIFCA's outdated byelaws, using the flexible byelaw model. Currently at informal consultation stage, with a plan for making this at the June Authority Meeting.
	Resolved – (a) The report is noted. (b) The chief officer to draft a letter for all Councillors to send to their respective MP's to gain support for the byelaw sign off.
65.	CHIEF OFFICERS OPERATIONAL REPORT
	The Chief Officer presented a report to provide members with a comprehensive and detailed operational summary covering the period June 2025 to November 2025. Following the award of contract to Whitby based shipbuilders, Parkol Marine Ltd, on 6 October 2023, to build and commission a new vessel to replace North Eastern Guardian III, fabrication work commenced during February 2024. North Eastern Guardian IV was formally named and blessed at a quayside ceremony held at the Parkol shipyard in Whitby, North Yorkshire on Saturday 21 June 2025. Following the official naming ceremony, there had been ongoing equipment commissioning, testing and adjustment, focused primarily on the anchoring, air conditioning and steering/navigation systems. These post-construction works had taken much longer than expected due in part to the complexity of the build and onboard systems and the degree of associated, specialist sub-contractor involvement. The vessel was formally accepted on 31st January 2026 by NEIFCA. The Chief Officer reflected on enforcement and compliance work throughout the district, with the emphasis being on an emerging recreational blue fin tuna fishery. DEFRA are moving to manage the fishery both commercially and recreationally with the NEIFCA region hosting the largest tuna in the UK. Discussions have been held on the safety of recreational fishers with no current legislation in place on the type of gear being used. The Chief Officer added that the jurisdiction for the fishery falls on DEFRA and the MMO but NEIFCA need to be proactive in this from a compliance point of view. Putting in an emergency byelaw was discussed by members but decided this was not suitable in this instance due to it not being unforeseen. MMO member Kevin Woodcock, an associate of the Angling Trust, advised he would ask a colleague who deals with the tuna fishery to provide an update to the Chief Officer. Councillor David Chance proposed NEIFCA seriously consider NEIFCA creating legislation against fishing method in order to enforce the

	type of gear that must be used by the recreational industry. Senior Environmental Manager, Ralf Bublitz to look into this. During May and June two new staff were recruited into the offshore operational team and during October one of NEIFCA's longstanding staff members, John Mallette, retired from his role following 18 years' service in the offshore operational team. The vacancy resulting from John's retirement was filled by Dean Grason, an experienced member of the NEIFCA shore operational team, and a recruitment process is underway to fill his vacant post. Thanks were given to MMO member Mike Montgomerie for his work on the Fishing News article concerning the new vessel. The Chief Officer commented that he would distribute the article amongst all members.
	Resolved – (a) The report is noted. (b) That NEIFCA look into legislating against the type of method used by recreational anglers for tuna fishing within the NEIFCA district.
66.	SCIENCE ADVISORY GROUP UPDATE
	The Environmental & Scientific Manager presented a report to update members on the most recent proceedings of the Science Advisory Group (SAG) following meetings held on 15 October 2025. A summary of the items discussed at the last Science Advisory Group meeting held in June 2025 was included in the report for members information.
	Resolved - The report is noted.
67.	FISHERIES MONITORING REPORT 2025
	The Environmental & Scientific Manager presented a report to update members on the most recent outcome of the preliminary stock monitoring analysis for lobster, crabs, beam trawling and fixed nets in 2025. Accurate data collection and stock assessment are essential for maintaining sustainable fisheries. In recent years, the Environmental and Scientific team has focused on enhancing data collection and stock assessment processes. Mandatory catch returns for shellfish, dredging, beam trawling, and intertidal fixed net permit holders capture essential landings and effort data. In 2022, NEIFCA introduced an in-house online catch return system for shellfish permit holders, improving the accuracy and reliability of catch and effort data while providing greater spatial detail on fishing areas. The new catch return system represented a major step forward for NEIFCA and encouraged other IFCAs to adopt similar approaches. NEIFCA aims to produce and publish annual stock monitoring reports for each fishery following the close of its season. For this meeting, preliminary findings for the lobster and crab fisheries were presented, with the full report scheduled for publication in March 2026 once all 2025 catch returns have been submitted and analysed. Data on lobster and crab landings and fishing effort were analysed only for the period January to September, as catch returns for October to December were incomplete at the time this report was finalized.

	Lobster landings in 2025 had generally followed the trends of the previous two years, with a slight decline noted in July and August. This decrease appeared to be linked to a reduction in the number of pots hauled in 2025 (2.1 million) compared to 2024 (2.5 million) and 2023 (2.8 million). Although both landings and the number of pots hauled were lower, the landings per unit effort (LPUE) in 2025 showed an increase compared to previous years. Edible crab landings had continued to decline over recent years, reaching their lowest levels in 2025. Between January and September, total landings from NEIFCA permit holders fell from 419 tonnes in 2023 to 272 tonnes in 2025. Similarly, landings per unit effort (LPUE) dropped from 18.5 kg per 100 pots in 2023 to 14.8 kg per 100 pots in 2025. Although lobster stocks remain relatively stable, the status of edible crab populations is a growing concern both locally and nationally. Declines have been observed in both inshore and offshore areas, with inshore stocks showing the greatest impact. A recent report by the International Council for the Exploration of the Sea (ICES) confirms that this trend extends across the UK and Europe.
	Resolved - The report is noted.
68.	FISHERIES STATUTES AND REGULATIONS
	The Clerk submitted a report on the fisheries enforcement activities taken by the Authority for the period 1 June 2025 to 30 November 2025.
	Resolved - The report is noted.
69.	NEIFCA ANNUAL REPORT 2023-2024
	The Chief Officer provided members with a copy of the Annual Report covering the period, 2024/2025, summarising the Authority's outputs and activities during the year.
	Resolved - The report is noted.
70.	REPORTS FROM PARTNER AGENCIES AND BODIES
	None received.
71.	ANY OTHER BUSINESS
	The Chief Officer thanked outgoing treasurer David Kirven for his service and welcomed new NEIFCA treasurer Liz Smith onto the Authority. Cllr Swannick informed members that the Maritime Training Hub based in Whitby is nearing completion and may be a suitable space to hold NEIFCA meetings in the future.

	The Chair to make contact with partner agencies about their obligation to provide reports for NEIFCA Authority meetings.
	The meeting closed at 15:45

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NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

MEETING OF THE EXECUTIVE COMMITTEE

05 MARCH 2026

Present

Prof Mike Elliott (Chair)
Cllr David Chance (Vice Chair)
Mr Graham Collins
Cllr Tracey Henry
Mr Stephen Axford
Cllr Neil Swannick
Cllr Rachel Creevy

Representing

MMO Appointee
North Yorkshire Council
MMO Appointee
Hull City Council
MMO Appointee
North Yorkshire Council
Hartlepool Borough Council

Clerk Stephen Hunt, East Riding of Yorkshire Council, Treasurer Liz Smith, East Riding of Yorkshire Council and David McCandless, NEIFCA Chief Officer attended the meeting.

The meeting took place in County Hall, Beverley, the meeting commenced at 9.30am.

29.	APOLOGIES
	No apologies received.
30.	DECLARATION OF PERSONAL OR PREJUDICIAL INTERESTS
	Resolved – The Chair asked Members to declare any personal or prejudicial interests with respect to items on the Agenda and the nature of such interests. No such interests were declared.
31.	TO TAKE NOTES OF THE MEETING HELD ON 04 SEPTEMBER 2025 AS A CORRECT RECORD
	Resolved – That the minutes of the meeting held on 04 September 2025 are approved as a correct record and signed by the Chairman.
32.	NEIFCA ANNUAL PLAN 2026/2027
	The Chief Officer, David McCandless presented a report for members to review the Annual Plan for the year 2026/2007. Key areas of work for the year ahead detailed in the plan included the full operational commissioning of the new main fisheries vessel, supporting the implementation of the new shellfish permit byelaw regulation and further development of NEIFCA's fisheries permitting database to support the implementation of the byelaw. Members were informed that the Shellfish Permit Byelaw had been officially signed off by the Fisheries Minister and discussions held on its implementation. Due to the timing and current circumstances with the high cost of fuel, a decision was taken not to charge for permits in the first year but to commence in the second year of issue from 2027. The first year to focus on getting the online permit application processes up and running and encourage the industry to

	focus on gear marking and aligning their pot numbers inside the NEIFCA district. Pot tagging to commence in 2027. The Chief Officer also reported that officers had commenced work on a new mobile fishing gear byelaw and had invited informal comments on such via the NEIFCA website. More discussions on this to go through the SAG committee. Members were informed that NEG IV had been formally accepted on 31 January 2026 and the new boarding RIB successfully delivered during February 2026.
	Resolved – The annual plan for 2026/2027 was reviewed.
33.	BUDGET REPORT 2025/2026
	The Treasurer presented a report to advise Members of the budget position at the end of month 10 (January) 2025/2026. At the end of January 2026, the Authority had net expenditure of £1,066,739 against an expected £1,226,993 underspending by £160,254. The forecast outturn underspend was £454,142. The majority of the underspend derived from slippage in the completion of the build of the new patrol vessel which had now been formally accepted by both ERYC and NEIFCA. The delay had resulted in forecast underspends of £201,000 on the finance lease with East Riding of Yorkshire Council for the full financial year, a projected £23,600 underspend on vessel fuel, a forecast £23,240 underspend on vessel repairs and maintenance and £65,935 surplus on bank interest as the balance in the Renewals Fund is higher than budgeted to allow for the one-off payment towards the new vessel. The forecast underspend also included £130,000 Defra 'grant in aid' made up of £50,000 allocated to support the Marine Protected Area and delivery towards 'good environmental status', £30,000 towards Marine Sustainable Development and £50,000 towards preparation and development of Fisheries Management Plans (FMP). The FMP grant is forecast to be fully utilised in the 2025/26 financial year.
	Resolved – (a) That the budget monitoring forecast outturn underspend at 31 March 2026 of £454,142 is noted. b) That forecast £163,963 remaining underspend at outturn be transferred to the Renewals Fund.
34.	REVENUE BUDGET 2026/2027
	The Treasurer Liz Smith presented a report to provide members with a detailed operational budget for 2026/2027. At its meeting on 6 February 2026, the Authority set the levy for the North Eastern Inshore Fisheries and Conservation Authority at £1,763,870 for 2026/27. The 3% levy increase had been incorporated into the budget, along with provision for a 3% 2026/27 pay award. Due to the delays in the completion of the patrol vessel, the annual cost of the finance lease with East Riding Council had not yet finalised. The budget remains at £201,000 for 2026/27 but will be reviewed, along with other vessel related budgets in future years. The additional costs had been offset by savings of £28,560 from a reduction in employers pension contribution rates from 17.6% to 13.6% following an actuarial review and a £11,000 saving on ill health pension fund insurance. It was proposed, in the January 2026 budget monitoring report, that any residual underspend from 2025/26 financial year is transferred to the Renewals Fund along with the planned set aside of £102,900 for future vessel replacement. The 2026/27 draft budget proposes that the authority continues to set aside £102,900 each year into the Renewals Fund to plan for the replacement of the soon to be commissioned patrol vessel at the end of its useful life in 2045. Members discussed risks involved due to the ongoing developments in the Middle East, with Liz Smith keeping an eye on the budgetary implications of this.
	Resolved –

	a) That the draft budget for 2026/27 is approved. b) That the level of general reserves is maintained at £228,450 (13%) of the annual levy.
35.	RISK MANAGEMENT STRATEGY & STRATEGIC AND OPERATIONAL RISK REGISTER REVIEWS
	The Chief Officer presented a report to inform members that in accordance with the Authority's Risk Management Strategy, a six-monthly review of the Strategic and Operational Risk Registers has been undertaken and is reported for information. Members discussed ongoing issues with low stocks of edible crab. The Chief Officer provided assurance that the situation was being closely monitored. No formal action was considered necessary at present but might be in the future. The Chief Officer informed members that NEIFCA was now fully staffed after recruitment onto the offshore team. Future risks associated with the age demographic of the NEIFCA senior management team were also discussed which carried the potential for 4-5 members of the current team to retire within the next 5 years. It was recommended that the associated risk score should be changed to reflect this. Members discussed the development of existing staff into key roles, with members informed that all current management level staff have been promoted from lower positions. Members also discussed fuel prices and the potential risks of increase on the budget.
	Resolved - Members noted the report.
36.	HEALTH AND SAFETY POLICY & SAFE WORKING PRACTICES 2026/2027 - REVIEW
	Chief Officer David McCandless advised members of the completion of the six-monthly review of the Authority's Health & Safety provisions. Since the last review reported to the Executive Committee on 4th September 2025 there had been no notable incidents or accidents to report to members. The Chief Officer also advised that a significant amount of work had been invested to meet the new maritime safety Workboat Code 3 for NEG IV and the other existing NEIFCA vessels with the offshore operations team undertaking additional training to support this. All revised safety documentation would be circulated to NEIFCA operational staff for review and acceptance.
	Resolved - Members noted the report.
37.	CHIEF OFFICERS OPERATIONAL UPDATE
	Chief Officer David McCandless provided members with an operational update covering the period December 2024 to February 2025. The main items being the acceptance of the new vessel NEG IV and the work being undertaken to support FMP's and MPA's. The Chief Officer discussed the issues with the delayed acceptance of the main patrol vessel, which had now been fully signed over. Discussions were held on the Whitby swing bridge opening times and effect on NEIFCA operations. Cllr Neil Swannick advised that he currently held a seat on the Whitby Harbour Users group.
	Resolved - Members noted the report.
38.	ANY OTHER BUSINESS

	The Chair, Prof Mike Elliott highlighted some new videos produced by AIFCA which provided an insight on what the IFCA's do. Due to be released in the Spring, it was recommended that these should be added to the NEIFCA website, once available.
	The meeting closed at 11:30am

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NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

Report to: Authority Meeting
18 June 2026

FINANCIAL OUTTURN 2025/26

Report of the Treasurer

A. Purpose of Report

To report the outturn position for the Authority for the year ended 31 March 2026.

B. Recommendation

- i. That Members note the 2025/26 net outturn underspend of £462,841.
- ii. That £13,750 is transferred from the External Projects Reserve and £3,422,354 from the Renewals Fund to fund 2025/26 expenditure in line with the approved supplementary budgets.
- iii. That the £462,841 2025/26 outturn underspend is transferred to the Renewals Fund as outlined in paragraph 4.8.

1. Introduction

- 1.1 This report provides the final income and expenditure account and balance sheet for the year ended 31 March 2026.
- 1.2 NEIFCA, which is classified as a joint committee, has no statutory obligation to prepare accounts which are externally audited. From 1 April 2015 any expenditure overseen by a joint committee was subject to audit as part of the main accounts of the constituent audited body, in this case the contributing local authorities. However, a set of accounts is prepared to inform the Authority of the position at the financial year end.

2. Responsibility of the Authority

- 2.1 The North Eastern Inshore Fisheries and Conservation Authority is required –
 - to make arrangements for the proper administration of its financial affairs and to secure that one officer has the responsibility for the administration of those affairs. That officer is the Treasurer.
 - to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.

3. Responsibility of the Treasurer

- 3.1 The Treasurer is responsible for arrangements for the proper administration of Authority's financial affairs. The Treasurer is also responsible for the maintenance and preparation of its accounts in accordance with proper practices.

4. Outturn 2025/26

- 4.1 Detailed monitoring of expenditure against the profiled budget has been undertaken on a monthly basis and reported to the Authority and Executive meetings throughout the year. The outturn underspend is £462,841, an increase of £8,687 compared to the previously reported position of £454,154 (Executive meeting 5 March 2026). The outturn position summary is shown in Appendix A.
- 4.2 The underspend is primarily due to slippage in the completion of the build of the new patrol vessel which was formally accepted by ERYC and NEIFCA in February 2026. The build was technically complex requiring close coordination with a wide range of suppliers and technicians, which resulted in a short delay to trials, sign off and formal acceptance. NEIFCA Officers worked closely with the contractor to resolve all technical issues and completed sea trials to full satisfaction. Disruption in global supply chains contributed to delays in the delivery of parts during the build.
- 4.3 The delay has resulted in underspends of £201,000 on the finance lease with East Riding of Yorkshire Council for the full financial year, £18,943 underspend on vessel fuel, a £33,591 underspend on vessel berthing and repairs and maintenance and £71,694 surplus on bank interest as the balance in the Renewals Fund was higher than budgeted to allow for the one-off payment towards the new vessel.
- 4.4 The underspend includes £82,256 Defra 'grant in aid' made up of £52,256 allocated to support the Marine Protected Area and delivery towards 'good environmental status', £30,000 towards Marine Sustainable Development activities. The 2025/26 Fisheries Management Plan grant has been utilised to fund work undertaken by the Chief Officer and Environmental and Scientific Manager on the preparation and development of Fisheries Management Plans (FMP) resulting in £50,000 of savings against the base budget.
- 4.5 The outturn position is made up of a number of compensating variances which are summarised in the table below:

NEIFCA Outturn 2025/26	Over/Underspend	£
Finance Lease with ERYC Commencement Delay	Underspend	-201,000
Bank Interest	Underspend	-71,694
Vessel Fuel	Underspend	-18,943
Patrol Vessel Berthing & Maintenance	Underspend	-33,591
Project Spend on Patrol Vessel Replacement	Overspend	22,640
Defra 'grant in aid'	Underspend	-82,256
Employee base budget saving from grant funded work	Underspend	-50,000
Employee vacancies	Underspend	-20,242
Hobby Permit unachieved income	Overspend	14,170
Other Minor variances	Overspend	716
Total	Underspend	-440,201

Sources of Finance		
Project Spend on Patrol Vessel Replacement from Reserve	Underspend	-22,640
	Underspend	-22,640
Net Outturn 2025/26	Underspend	-462,841

4.6 At the Authority Meeting on 6 March 2025 Members authorised the Chief Officer, in consultation with the Chairman, Clerk and Treasurer to award the £291,000 contract for the build and commission of the new Boarding Rigid Hulled Inflatable Boat (RHIB). The build is complete and the vessel is operational. Expenditure of £207,172 was incurred during 2025/26 financial year. Total expenditure was £294,473, a minor overspend to budget of £3,473, funded from the Renewals Fund. The 2025/26 Capital Outturn and 2026/27 Capital Forecast is shown in Appendix B.

4.7 Details of capital expenditure incurred by East Riding of Yorkshire Council on the new patrol vessel have been included in Appendix B for information. The cost of borrowing is funded through a 20-year finance lease between NEIFCA and East Riding of Yorkshire Council. The project is £56,845 overspent against the Council's current approved budget, due to higher than expected use of the contingency following a reprofile in November 2024. However, total expenditure of £5,640,845 remains within the original budget of £5,817,000.

4.8 It is proposed that the £462,841 outturn underspend is transferred to the Renewals Fund to plan for the replacement of the new patrol vessel at the end of its useful life in 2045.

5. Balance Sheet

5.1 The Authority's Balance Sheet, attached as Appendix C, is a representation of its net worth. The new patrol vessel, the North Eastern Guardian IV, the Protector III 9.5m Cabin Rigid Inflatable Boat and new Bravo I Boarding RHIB, form the majority of its worth. The North Eastern Guardian IV is accounted for as a finance lease, with East Riding of Yorkshire Council recognising a lease receivable over the term of the agreement (20 years) rather than retaining the asset on its balance sheet. NEIFCA capitalises the vessel as a right-of-use asset and records a corresponding lease liability.

- 5.2 Usable Reserves of £599,859 have reduced by £2,860,363 primarily due to the £3,184,042 one-off payment to East Riding of Yorkshire council towards the finance lease for the patrol vessel, £31,140 patrol vessel replacement revenue costs and £207,172 expenditure on the Boarding RHIB. Planned transfers were made to the Vehicle Replacement and Renewals Fund reserves of £10,000 and £102,900 respectively. The remaining increase in the reserve balance is due to the proposed set aside of the 2025/26 outturn underspend mainly due to delays in the build of the new patrol vessel and as a consequence of additional Defra 'grant in aid' funding. The detailed reserve movements are outlined in section 8.
- 5.3 The VAT debtor has increased by £602,811 between 2024/25 and 2025/26. This is due to the reclaim of from HRMC of £567,460 relating to VAT incurred on the one-off finance lease payment, along with VAT on the final contract payment for the Boarding RHIB.

6. Reserves and Proposed Usage

- 6.1 The Authority maintains a general reserve to meet unforeseen events and specific reserves to even out cash flow for individual projects or purchases. The Authority currently holds five specific reserves which are shown in Appendix D.

7. General Reserve

- 7.1 The General Reserve enables the Authority to demonstrate its financial standing as a 'going concern' and to be in a position to meet unforeseen liabilities. The closing balance at 31 March 2026 is £228,450 which represents 13% of the annual levy for 2026/27. This is considered to be a reasonable level of balances for the Authority to hold and it is anticipated that this can be maintained until 31 March 2027.

8. Specific Reserves

- 8.1 In 2011/12 the Authority created an earmarked reserve to manage the risk associated with patrol vessel maintenance. Due to its nature, certain maintenance is cyclical rather than annual and other maintenance may be of an exceptional and urgent nature. The need for the reserve was demonstrated when it was utilised in 2022/23 to part fund the cost of the mechanical engine failure of the patrol vessel. The Patrol Vessel Maintenance reserve balance at 31 March 2026 is £50,000 and is anticipated to remain at this level until 31 March 2027.
- 8.2 The £13,750 balance on the External Projects reserve has been utilised in 2025/26 financial year to fund the purchase of an automated Conductivity Temperature Depth system as approved by at the Executive meeting on 26 June 2025. The balance on the reserve at 31 March 2026 is nil.
- 8.3 The Vehicle Replacement Reserve enables the fleet programme to be effectively managed and an annual set aside of £10,000 for 2025/26 has previously been approved. No new vehicles have been purchased during 2025/26 financial year but it is anticipated that £50,000 will be utilised in 2026/27. Currently the Authority owns one small multi-purpose van, one large transporter van, two 4x4 'pick up' vehicles, one all-terrain two seater 'gator' and leases a further 4x4 'pick up' and a pool car. Owning vehicles has proven much more cost effective in terms of flexibility of managing mileage and additional 'end of term costs' which are applied with each lease agreement.

- 8.4 The Special Authority Meeting on 30 June 2023 approved the decision for East Riding of Yorkshire Council Cabinet to award the contract for the build and commission of a new 24.5m Fisheries Patrol/Research vessel along with a proposed finance lease agreement with ERYC. Under the terms of the finance lease agreement NEIFCA were to make a substantive payment towards the costs in year one utilising funds set aside in the Renewals Fund, capital receipts from the sale of the North-East Guardian III and £562,000 Defra capital grant funding. It was agreed that the remaining cost would be funded by ERYC borrowing from the Public Works Loans Board and the costs will be met by the finance leasing arrangement between ERYC and NEIFCA, funded by an increase to the levy which has been phased in over 2024/25 and 2025/26 financial years. The new patrol vessel was formally accepted by ERYC and NEIFCA in February 2026.
- 8.5 A £3,184,042 one-off payment has been made to East Riding of Yorkshire Council, funded from the Renewals Fund, along with £207,172 for the new Boarding RHIB. A supplementary budget of £8,500 was also agreed for 2025/26 to cover continuing revenue costs of the patrol vessel project but due to delays this increased to £31,140.
- 8.6 The table below shows the detailed Renewals Fund reserve movements for 2025/26 and forecast for 2026/27.

Renewals Fund	2025/26	2026-27
	£	£
Balance brought forward	3,125,241	268,627
Annual Contribution Vessel Replacement	102,900	102,900
Underspend 2025/26	462,841	0
Transfer from Revenue	565,741	102,900
Patrol Vessel Replacement revenue costs	-31,140	0
Patrol Vessel One-off payment to ERYC	-3,184,042	0
Boarding RHIB capital expenditure	-207,172	0
Transfer to Revenue	-3,422,354	0
Balance carried forward	268,627	371,527
Analysis of Closing Balance		
Boarding RHIB funding remaining	0	0
Future Vessel Replacement	268,627	371,527
	268,627	371,527

- 8.7 There is no planned expenditure from the reserve during 2026/27 and the balance on the Renewals Fund reserve at 31 March 2027, is forecast to be £371,527.

8.8 The 2026/27 budget approved the Authority continuing to set aside £102,900 each year into the Renewals Fund to plan for the replacement of the North Eastern Guardian IV patrol vessel at the end of its useful life in 2045. The amount set aside will be reviewed as part of the medium term budget plan.

9. 2026/27 Budget Outlook

9.1 The 2026/27 financial outlook for NEIFCA is expected to be more stable following the successful completion of the vessel replacement programme. However, budget pressures remain, including global fuel price increases linked to the conflict in the Middle East and the risk of a local government pay award exceeding the budgeted 3%. These additional costs are expected to be mitigated through short-term planned staffing underspends, following the resignation of a member of the offshore team, alongside continued control of expenditure.

Contact Officer

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Liz Smith
Treasurer

NEIFCA Outturn 2025/26

	<i>Approved Budget</i>	<i>Outturn</i>	<i>Variance</i>
	£	£	£
EXPENDITURE			
Employee Expenses			
Pay,NI and Superannuation	926,460	906,218	-20,242
Other Employee Costs	21,000	18,282	-2,718
Premises	18,030	24,495	6,465
Transport			
Patrol Vessel Running Costs	432,460	178,373	-254,087
Vehicle Running Costs	31,350	32,848	1,498
Travel and Subsistence	13,520	16,691	3,171
Supplies and Services	109,760	166,301	56,541
Support Services	120,410	118,917	-1,493
	1,672,990	1,462,124	-210,866
INCOME			
Grants and Contributions	-20,110	-143,412	-123,302
Other Income	-31,030	-137,064	-106,034
	-51,140	-280,476	-229,336
NET EXPENDITURE	1,621,850	1,181,649	-440,201

	<i>Approved Budget</i>	<i>Outturn</i>	<i>Variance to Forecast</i>
	£	£	
NET EXPENDITURE			
Central / Headquarters	452,210	363,787	-88,423
Land Based Operations	150,210	158,910	8,700
Offshore Operations	857,900	566,493	-291,407
Environment	167,200	144,235	-22,965
Grant Aided Projects	-14,170	-82,917	-68,747
Patrol Vessel Replacement	8,500	31,140	22,640
	1,621,850	1,181,649	-440,201

	<i>Approved Budget</i>	<i>Outturn</i>	<i>Variance to Forecast</i>
	£	£	
REPRESENTED BY			
Annual levy on Local Authorities	-1,712,500	-1,712,499	1
Contribution from Reserves	-8,500	-31,140	-22,640
Contribution to Vehicle Replacement	10,000	10,000	0
Contribution to Renewals Fund	89,150	89,150	0
	-1,621,850	-1,644,490	-22,640

OUTTURN	0	-462,841	-462,841
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Appendix B

CAPITAL						
	Previous Years		2025/26	2026/27		
	Budget	Outturn	Outturn	Forecast	Total	Scheme Variance
	£	£	£	£	£	£
Patrol Vessel *						
NEG 4 Patrol Vessel	5,584,000	0	5,640,845	0	5,640,845	56,845
Total	5,584,000	0	5,640,845	0	5,640,845	56,845
Financed by						
Borrowing	2,247,780	0	1,894,803		1,894,803	-352,977
DEFRA grant	562,000	0	562,000		562,000	0
Patrol Vessel Replacement Reserve	2,774,220	0	3,184,042	0	3,184,042	409,822
Total	5,584,000	0	5,640,845	0	5,640,845	56,845
*ERYC capital expenditure, finance lease for 20 years between NEIFCA & ERYC						
Boarding Rigid Inflatable Boat	£	£	£	£	£	£
6.5m Boarding Rigid Inflatable Boat	291,000	87,301	207,172	0	294,473	3,473
Total	291,000	87,301	207,172	0	294,473	3,473
Financed by						
2024-25 Underspend	87,301	87,301			87,301	0
Patrol Vessel Replacement Reserve	203,699		207,172	0	207,172	3,473
Total	291,000	87,301	207,172	0	294,473	3,473
Vehicle Replacement						
Vehicle Replacement	0	0	0	60,000	60,000	60,000
Total	0	0	0	60,000	60,000	60,000
Financed by						
Sale of Assets (Part Exchange)	0	0	0	10,000	10,000	10,000
Vehicle Replacement Reserve	0	0	0	50,000	50,000	50,000
Total	0	0	0	60,000	60,000	60,000

Appendix C

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY				
BALANCE SHEET				
1 April 2025		31 March 2026		
£		£	£	£
LONG TERM ASSETS				
446,248	Waterborne Assets - Gross Book Value	6,381,566		
-120,707	Waterborne Assets - Depreciation	<u>-172,516</u>		6,209,050
234,484	Vehicles and Equipment - Gross Book Value	234,484		
-170,669	Vehicles and Equipment - Depreciation	<u>-179,429</u>		55,055
<u>389,355</u>				<u>6,264,106</u>
CURRENT ASSETS				
Debtors				
20,422	HMRC - VAT	623,233		
182,910	Other	126,403		
0	Prosecution Costs	3,758		
1,430	Provision for Bad Debt	<u>-2,328</u>	1,430	
479	Payment in Advance	<u>479</u>		751,545
Short Term Investments				
Cash and cash equivalents				
3,225,787	Temporary Investments	158,261		
150,258	Cash at Bank and in Hand	227,399		
350	Petty Cash	<u>350</u>		386,010
CURRENT LIABILITIES				
-104,914	Creditors	-521,197		
	Short Term Lease - Vessel	<u>-189,481</u>		-710,678
LONG TERM LIABILITIES				
0	Finance Long Term Lease - Vessel	<u>-2,278,759</u>		-2,278,759
<u>3,866,077</u>	NET ASSETS			<u>4,412,224</u>
FINAI Represented By				
3,460,222	Usable Reserves			599,859
405,855	Unusable Reserve			3,812,365
<u>3,866,077</u>	TOTAL RESERVES			<u>4,412,224</u>

Appendix D

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY		
RESERVES		
General Reserve	2025/26	2026/27
	£	£
Balance brought forward	228,450	228,450
Transfer from Revenue	0	0
Transfer to Revenue	0	0
Balance carried forward	<u>228,450</u>	<u>228,450</u>
Patrol Vessel Maintenance	2025/26	2026/27
	£	£
Balance brought forward	50,000	50,000
Transfer from Revenue	0	0
Transfer to Revenue	0	0
Balance carried forward	<u>50,000</u>	<u>50,000</u>
External Projects	2025/26	2026/27
	£	£
Balance brought forward	13,750	0
Transfer from Revenue	0	0
Transfer to Revenue	-13,750	0
Balance carried forward	<u>0</u>	<u>0</u>
Vehicle Replacement Reserve	2025/26	2026/27
	£	£
Balance brought forward	42,782	52,782
Transfer from Revenue	10,000	10,000
Transfer to Revenue	0	-50,000
Balance carried forward	<u>52,782</u>	<u>12,782</u>
Renewals Fund	2025/26	2026/27
	£	£
Balance brought forward	3,125,241	268,627
Transfer from Revenue	565,741	102,900
Transfer to Revenue	-3,422,354	0
Balance carried forward	<u>268,627</u>	<u>371,527</u>
TOTAL USEABLE RESERVES	<u>599,859</u>	<u>662,759</u>

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

Report to: Authority Meeting
18 June 2026

Records Management and Data Quality Policy

Report by the Chief Officer

A. Purpose of Report

To seek members approval to adopt the Records Management and Data Quality Policy

B Recommendation

That the policy be approved and adopted.

1. Background

- 1.1 The 2026 NEIFCA internal audit report highlighted gaps in NEIFCAs document management systems, particularly in terms of the retention and disposal of information. Although NEIFCA has maintained a longstanding document retention schedule which has been periodically updated the Authority has never adopted a formal records management policy to provide guidance on procedures to be followed by staff when reviewing, consenting and recording document disposals. In response, a new policy has been drafted for review and consideration by members.
- 1.2 In terms of implementing the policy a new, updated document retention schedule has also been produced alongside a records disposal log which will be maintained and updated going forward. These actions will be assessed again as part of the 2026/2027 NEIFCA internal audit.
- 1.3 A copy of the draft policy and the updated document retention schedule are attached to this report for information.

2. Policy Review

The policy will be reviewed on a regular basis to reflect any changes in legislation and best practice as appropriate.

Contact Officer
David McCandless
Chief Officer
07771936501

Background Papers

Draft NEIFCA Records Management and Data Quality Policy

Updated document retention schedule



Records Management and Data Quality Policy

Disposal and Destruction of Records Guidance

1. Introduction

1.1 North Eastern Inshore Fisheries & Conservation Authority should retain records (i.e. permit holder, staff and business records) for the minimum period necessary as required either by statute or for the business needs of the organisation.

1.2 Information held for longer than is necessary carries additional risk and cost for the authority. Records and information should only be retained when there is a business need to do so. Under the General Data Protection Regulation (GDPR) and the Data Protection Act (DPA) 2018, personal data processed by the Authority must not be retained for longer than is necessary for its lawful purpose.

1.3 The Chief Officer, Deputy Chief Officer and senior managers are responsible for each record type that falls within the scope of their team/service. Managers must ensure that all staff are aware of their responsibility to ensure that the retention and disposal of records is in line with the relevant Information Asset Register (IAR), the Records Management and Data Quality Policy and this guidance.

1.4 Failure to follow this guidance can have serious consequences. Information is used to evidence decision making, not having records, or evidence that they have been destroyed means the Authority cannot account for its actions.

2. Disposal and Destruction

2.1 Disposal is wider than just the destruction of records. It also refers to the transfer of records from one media to another e.g. paper records to electronic records, the transfer of records from one organisation to another, or the transfer of records to archives for historical value.

2.2 Exceptions to the disposal of records:

- Any record in any form may not be disposed of if the Authority is aware of any audit, litigation, public records request, claim, negotiation, open administrative review, or other action involving the record.
- Records must be maintained until all required audits and requests are satisfied and should be retained beyond the required retention period when there is a probability of litigation either involving records or requiring their use.
- If the Authority has been instructed to retain records, records relevant to the issue must be preserved until the instruction is rescinded. This may occur as a result of a public enquiry, for example.

3. Seeking Approval

3.1 Before disposing or destroying of any records, staff must ensure that they are authorised to dispose of records or have sought the appropriate approvals. It is the responsibility of the staff member to have a record showing that approval has been sought.

3.2 Staff are required to seek approval from an authorising officer if the records they wish to dispose of, or destroy, are part of a routine destruction of files which are named on the IAR/retention schedule. The approval should be sought from the contact officer listed on the IAR, normally the team manager or Chief Officer.

3.3 Staff are required to seek approval from the Chief Officer if the records they wish to dispose of, or destroy:

- i. are not listed on the IAR/ retention schedule;
- ii. have not met the retention deadline; or
- iii. do not belong to their team

4. Unmanaged Records

4.1 If you have inherited, or you identify, a collection of unmanaged records, you should review them to determine which team or service area the records belong to.

Unmanaged records are often found in low use areas of buildings, for example loft spaces or basements.

4.2 Once it has been identified which team or service area the records belong to, you must then seek approval from the Data Protection Officer and Chief Officer to dispose of, or destroy, the records.

4.3 If you are unable to identify who the records belong to, then you should contact the Data Protection Officer and Chief Officer to discuss managing these records.

5. Maintaining a Record of Destruction

5.1 The Authority is required to log the destruction of its records. This does not mean that the disposal of each and every document must be recorded, but rather, the disposal of distinct groups or series of records should be recorded. For example, a record of draft documents, emails of short-term significance or copies made and kept for ease of reference is not required.

5.2 In most cases this is information which is required to be logged on the IAR. For example, you would log a project folder or a group of application forms, not every document in the project folder or each application form.

5.3 A blank destruction log is shown in Appendix 1.

6. Transfer of Records to Archives (Historical Value)

6.1 A small percentage of the Authority's records are of enduring historical value, and should therefore be transferred to archives (ERYC The Treasure House) at the end of their retention period. The East Riding of Yorkshire Council's Archives team are ultimately responsible for the identification and selection of archival records. These records will be identified in the IAR / Retention schedule to be archived when they reach the end of their retention period.

6.2 Please contact the Council's Archive team for further assistance, as these records reach the end of their retention period.

7. Destruction of Records

7.1 The destruction of records is an irreversible act. Many of the Authority's records contain sensitive and/ or confidential information and their destruction, regardless of the media, should be conducted in a secure manner to ensure there are safeguards against accidental loss or disclosure.

7.2 Destruction of Paper Records - Confidential waste bins are provided on behalf of East Riding of Yorkshire Council in the Authority's offices and should be used for the destruction of any confidential paper documents containing information processed for the Authority's purposes.

Any destruction of paper records on a large scale must comply with this guidance. Providers of waste disposal services to the Authority should be arranged through Support Services Team. The Authority utilise the contract the East Riding of Yorkshire Council have with a waste disposal service.

7.3 Destruction of Electronic Records - When destroying electronic records that are eligible for destruction, special precautions should be taken to ensure that electronic storage media containing confidential material or information that may infringe upon personal privacy is electronically wiped clean or physically destroyed. Deleting an electronic record does not always mean that it has been completely destroyed as most operating systems do not completely erase deleted information from hard drives. Records stored on optical media (such as DVDs and CDs) can be destroyed by cutting, crushing, shredding or other physical means of destruction.

Electronic records held within systems will normally generate their own audit trail. This can be used instead of the destruction log listed in Appendix 1.

7.4 Destruction of Emails - The Authority's email system has an automatic retention to its email archive and automatically deletes emails. The email system should not be used to store official records of Authority's business or projects, these should be stored outside of the staff members email account.

7.5 Off-site Records - When records stored off-site reach their destruction date, authorised officers will arrange for their destruction. A record of the destruction should still be made.

8. Evaluation

This guidance will be reviewed/updated by the Data Protection Officer and Chief Officer on an annual basis to ensure the content remains current.

Destruction Log

Description of Records	Date Disposed	Name of Authorising Officer	Name of Officer Disposing of Records	Number of Records	Comments

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

DOCUMENT RETENTION SCHEDULE

May 2026 v1

<u>FUNCTION</u>	<u>SUBHEADING</u>	<u>DESCRIPTION</u>	<u>RETENTION</u>
Fishing Permits	Application Forms	Manual records/Digital records	Destroy manual records upon permit expiry. Digital records retained permanently on NEIFCA fisheries permit database.
	Monthly Catch Returns	Manual records/Digital records	Destroy manual records 1 year after permit expiry. Digital records retained permanently on NEIFCA fisheries permit database.
Catch Inspection Records	SF1 Inspection Records SF2 Unattended records SF3 Warrant authorised searches SF4 Seizure returns	Manual paper inspection records detailing inspections of vessels, persons, premises and vehicles	Destroy manual records 2 years after date of completion. Digitised inspection records retained permanently on NEIFCA fisheries permit database.
Fisheries Intelligence	Intelligence Reports	Fisheries intelligence reports received from officers and inputted into national 'Clue' database system.	Permanent – retained indefinitely. The national 'Clue' database is managed by the Marine Management Organisation (MMO).
Vessel Monitoring Data	Electronic vessel monitoring data	Information on vessel position, course and speed transmitted electronically.	Permanent – retained indefinitely
Offshore vessel log sheets	Daily patrol vessel log entries	Manual records	Permanent
Offshore patrol data	Daily vessel sightings & boardings information	Electronic Excel sheets	Permanent

Byelaws	Enactment	The making of byelaws - all correspondence and submissions.	Permanent – Paper records archived
Insurance	Patrol vessels Office Committee vehicles	Insurance policies & certificates	Destroy manual records five years following date of expiry.
Feedback Records	Feedback Documentation	Digital records of Comments, compliments and complaints received.	Permanent – Digital records maintained
Personnel Records	Successful job applicants	Application form and accompanying information	Destroy 6 years after date of termination of employment
	Unsuccessful job applicants	Application form and accompanying information	Destroy 6 months after the appointment made.
	Advertisement and recruitment files		Destroy 6 months after appointment made.
	Personal files		Destroy 6 years after date of termination of employment
	Officer training records	Digital & hard copy certificates	Destroy 6 years after date of termination of employment
	Officer monthly hours records		Destroy 3 years after expired.
	Sickness records		Destroy 6 years after date of termination of employment
Health and Safety	Workstation user assessment form	Manual records	Destroy 3 years from the date of termination of employment

	Workstation assessment form (Habitual user)	DSE2 – Manual records	Destroy 6 years from the date of termination of employment
	Health and Safety policy	NEIFCA operations	Retain until superseded or process ceases. Superseded policies must be retained permanently
	Risk Assessments	NEIFCA operations	Retain until updated
	Information on machinery maintenance schedules	COSHH leaflets User guide/information Maintenance records	Retain for the life of the machinery.
	Lifting equipment	Lolar certificates User guide/information Maintenance records	Destroy 6 years from the destruction of the equipment
	Lifting equipment - Defect reports		Retain for the life of the equipment.
Accident Reporting		Accident book	Destroy 7 years from the date of the last entry
		Excel summary of all NEIFCA accidents, incidents & near misses	Permanent
		HSE reporting forms	Destroy 3 years from date of completion
		MAIB reporting forms	Destroy 3 years from date of completion
Financial records	Annual budget output		Destroy 7 years after year end.

	Budget forecasts		Destroy 7 years after year end.
	Year end accruals and prepayments		Destroy 7 years after year end.
	Paid invoices		Destroy 7 years after year end.
	Raised invoices		Destroy 7 years after year end.
	Petty cash expenditure		Destroy 7 years after year end.
	Procurement Documentation	Tender documentation. PTQ, ITT, scoring & assessment documents. Contracts	Destroy 6 years from date of award of contract (successful bids) Destroy 3 years from date of award of contract (unsuccessful bids)
	External Grant Aid Documentation	Applications, Claim forms, Invoices etc	Destroy 7 years from the date of receipt of the final payment of the grant.
Minutes of meetings	NEIFCA Minutes	Authority, Executive and Science Advisory Group meeting minutes	Permanent - copies held electronically on NEIFCA website. Originals archived
	Attendance lists	Quarterly & Executive meeting minutes	Permanent – Scanned and held electronically on Fisheries Drive.
	NEIFCA Staff and Senior Management Team Minutes		Permanent – copies retained electronically
NEIFCA Annual Plans & Reports	NEIFCA Annual Plans & Reports	Published April and November	Permanent – electronic copies retained on NEIFCA website
Prosecutions	General Prosecution files		Destroy 7 years from last action

	Home Office Caution Records		Destroy 5 years from date of issue unless linked to subsequent convictions
	Financial Administrative Penalty Notices		Destroy 7 years from date of issue unless linked to subsequent convictions.
Environmental records	Licensing consent applications		Permanent – Held electronically on fisheries drive
Environmental records	Biological sampling data		Permanent
Environmental records	Habitats regs – SSSI, SPA, SAC, MCZs, European Marine site etc		Permanent
Environmental records	Habitat & water sampling data		Permanent
FOI requests & responses			Destroy 3 years from date of receipt
Data subject requests & responses			Destroy 3 years from date of receipt
NEIFCA officer body worn camera footage	Digital records	Managed under NEIFCA Code of Practice	Destroy after 35 days unless part of an investigation then retained for 6 months after conclusion of such investigation.
Email records	Digital records received and sent		Automatically deleted after 6 years
MS Team records	Digital records		Automatically deleted after 30 days

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

Report to: Authority Meeting
18 June 2026

NEIFCA Annual Audit Report 2025/2026

Report of the Clerk

A. Purpose of Report

To inform Members of the findings of the annual audit report.

B. Recommendation

1. That Members note the report.

1. Background

- 1.1 SWAP audit services in partnership with the East Riding of Yorkshire Council undertakes an independent annual audit of the Authority's operational activity.
- 1.2 The purpose of the audit is to provide management with assurance about the effectiveness of the controls identified and the exposure to risk that any control weaknesses may cause.
- 1.3 The objectives of the audit process are included within the scope of the audit that took place during May of this year and should re-assure members that appropriate control objectives are being tested by internal audit.

2. Internal Audit

- 2.1 The Audit Plan is designed to provide the Authority with assurance on key financial controls for the operation of NEIFCA. Inadequate processes or inconsistent application of procedures can lead to legal challenge or financial penalty in areas such as enforcement, health and safety or data protection.

2.2 The key objectives were to provide assurance over the operational and governance processes noted below:

- Governance arrangements including declarations of interest, gifts & hospitality, website accuracy.
- Expenditure (including invoices, purchase & fuel cards)
- Recruitment (including staff handbook, induction process)
- Payroll including staff performance reviews and travel
- & subsistence
- Inventories/asset management
- Health & Safety including mandatory training
- Licencing permits and enforcement income
- Data Protection & records management

3. Opinion

3.1 Overall, the controls and processes that were reviewed at NEIFCA were found to be satisfactory, with arrangements in place to support effective financial management and general governance. Expenditure is appropriately monitored to ensure transactions are valid and appropriate; however, the review identified weakness in some governance arrangements, including delays in the receipt of and submission of members Declaration of Interest forms, an outdated and incomplete Information Asset Register, gaps in training records and the cancellation and re-scheduling of one Authority meeting due to insufficient member attendance.

3.2 A copy of the report is appended for Members information.

4. Action Update

4.1 Members Declaration of Interest

All members to note the importance of timely receipt of declaration of interest returns following any requests from the NEIFCA operational support team staff. Maximum acceptable timeline, within 28 days of appointment or annual update request.

4.2 Information Asset Register

The NEIFCA Information Asset Register (IAR) has been updated by the NEIFCA operational support team and includes officer body worn camera information which is being strictly managed in accordance with the NEIFCA policy. Officer body worn camera footage is retained for a maximum period of 35 days then permanently deleted. Any footage which is subject to formal investigation or associated proceedings is retained for 6 months or date of completion of proceedings including any appeals processes.

In terms of general record disposals, although senior NEIFCA staff have been following retention guidelines, particularly in relation to prosecution and HR documentation, as the audit report highlighted, there has been no consistent recording of such. This has now been rectified going forward, a new disposal record sheet has been created, supported by a new Records Management and Data Quality Policy.

4.3 Mandatory Training

The NEIFCA support team maintain detailed records of both staff training, including mandatory training and associated 'refresh' dates where applicable. The internal audit report highlighted some gaps in the current information records which will be addressed by the operational support team by the end of June 2026.

4.4 Member Attendance and Representation at Authority Meetings

The internal audit report noted that the December 2025 Authority meeting had to be cancelled and re-arranged due to insufficient member attendance. I have already taken action on this, corresponding with all members. Fully quorate, in-person attendance is essential for the efficient and effective functioning of the Authority.

4.5 Asset Accessibility

Some key assets, maintained in the Bridlington office, as you might expect, are always locked away in storage units. The internal audit report identified that a key to one storage unit was not available at the time of the audit and was held by the relevant Senior member of staff, who was not present. All keys are now maintained securely with the NEIFCA operational support staff.

4.6 NEIFCA Staffing Appraisals

The internal audit report noted that at the time of the assessment one NEIFCA annual Employee Development Review (EDR) had still to be completed and other reviews had not been received back from staff. In addition, at the time of the audit assessment the Chief Officer's review had not been returned from the Chair or me. This was simply a matter of timing, and all the identified areas relating to the NEIFCA appraisals have now been resolved.

Contact Officer

Stephen Hunt, Clerk
Ext 3000

North Eastern Inshore Fisheries & Conservation Authority

Final Report

Issue Date: May 2026

Audit Objective

To provide the Authority with assurance on key financial controls for the operation of the North Eastern Inshore Fisheries and Conservation Authority.

Executive Summary**Assurance Opinion**

The review highlighted a generally sound system of governance, risk management and control in place. We identified some issues, non-compliance or scope for improvement which may put a risk the achievement of objectives in the area audited.

Management Actions

Priority 1	0
Priority 2	3
Priority 3	3
Total	6

Organisational Risk Assessment**Low**

Our audit work includes areas that we consider have a low organisational risk and potential impact.

We believe the key audit conclusions and any resulting outcomes still merit attention but could be addressed by service management in their area of responsibility.

Key Conclusions

- Declarations of Interest were not consistently submitted within required timeframes, including for both existing and newly appointed Members
- The Information Asset Register is outdated and incomplete, not reviewed since 2020, with key assets (including body-worn camera footage) and approved retention arrangements not reflected and disposal records not maintained
- Incomplete training records including some roles not included on the central register



- Cancelled and rescheduled meetings highlight inconsistent member attendance, which may impact effective decision-making and the Authority's ability to discharge its statutory duties
- Key management arrangements limited access to assets, with a locked cupboard and no clear key holder on site, creating a risk to business continuity and operational effectiveness
- Employee Development Reviews (EDRs) have largely been completed: however, one EDR remained outstanding at the time of review, several completed EDRs had not been formally signed or returned, and final approval of the Chief Officer's EDR had yet been approved.

Audit Scope

Through sample testing of transactions and records the audit has provided an assessment of the level of assurance that can be placed on the effectiveness and consistency of application of internal controls in the following areas:

- Governance arrangements including declarations of interest, gifts & hospitality, website accuracy.
- Expenditure (including invoices, purchase & fuel cards)
- Recruitment (including staff handbook, induction process)
- Payroll including staff performance reviews and travel & subsistence
- Inventories/asset management
- Health & Safety including mandatory training
- Licencing permits and enforcement income
- Data Protection & records management

Summary

Overall, the controls and processes that reviewed at NEIFCA were found to be satisfactory, with arrangements in place to support effective financial management and general governance. Expenditure is appropriately monitored to ensure transactions are valid and appropriate; however, the review identified weakness in some governance arrangements, including delays in Declaration of Interest, an outdated and incomplete Information Asset Register and gaps in training records. Implementation of the agreed actions set out in the appendix should strengthen the overall control framework and management arrangements.

Audit Findings & Management Action Plan

Finding 1 – Members Declaration of Interests	Action			
Members are required to submit a Declaration of Interests within 28 days of appointment, with annual declarations completed thereafter. A review of records identified that a number of Declarations of Interest have not been submitted within the required timeframe. This includes both existing and newly appointed Members. The absence of timely and complete declarations reduces assurance that potential conflicts of interest are being appropriately identified, recorded, and managed. This represents a risk of non-compliance with regulatory requirements and may undermine transparency and public confidence in governance arrangements.	Priority	2	SWAP Reference	AP9271
	Responsible Officer		Clerk	
	Timescale		31 December 2026	
Finding 2 – Information Asset Register	Action			
The Information Asset Register (IAR) has not been formally reviewed or updates since 2020 and does not fully reflect current information assets, data formats or retention practices. While the register captures a range of paper-based and electronic records, it does not include all information assets currently held by the Authority, including body worn camera footage. In addition, disposal records have not been updated since March 2020, with no evidence of monitoring or recording of information disposals. Although agreed retention arrangements for body worn camera footage were documented and approved by the Authority in June 2025, these have not been incorporated into the IAR. As a result, there is reduced assurance that all personal data held by the Authority is subject to consistent oversight, appropriate retention periods and timely disposal. A review of the disposal record identified four entries, all relating to personnel records and dated March 2020. Management confirmed that the disposal record has not been updated or used since that time. As a result, there is limited assurance that records are being disposed of in line with established ERYC procedures, increasing the risk that records are retained longer than necessary or disposed of without appropriate authorisation or audit trail.	Ensure the Information Asset Register is formally reviewed and updated at least annually to ensure it accurately reflects all current information assets, including format, system location data owners and agreed retention periods.			
	Body worn camera footage should be recorded within the Information Asset Register with retention and disposal arrangements aligned to the Authority approved policy.			
	Ensure that the disposal and destruction of records is undertaken in accordance with the ERYC Disposal and Destruction of Records Guidance. This should include implementing the approved disposal record template and ensuring all required information—such as authorisation, details of the records disposed of, and the date of disposal—is fully completed and retained to evidence compliance with the guidance.			
	Priority	2	SWAP Reference	AP9276
Responsible Officer		Operational Support Manager		
Timescale		30 September 2026		

Finding 3 – Mandatory Training	Action												
The Staff Handbook defines mandatory training requirements, and a central training spreadsheet is in place to monitor compliance. While the training spreadsheet provides a comprehensive overview of required training and expiry dates for most officers, not all staff are currently included, specifically the Operational Support Manager and Administrative Assistant. As a result, assurance over mandatory training compliance for these roles is not fully evidenced. In addition, although the majority of mandatory training has been completed, some outstanding mandatory training has not yet been completed or scheduled, particularly for new starters. This includes training that the Staff Handbook identifies as mandatory and should therefore be prioritised. The training spreadsheet also records Data Protection training as an annual requirement; however, completion dates are not consistently recorded, and future refresher dates are not clearly evidenced for all officers. This limits assurance that mandatory data protection training is being completed and refreshed in line with policy requirements.	Update the master training spreadsheet to include the Operational Support Manager and Administrative Assistant, ensuring the training record provides full coverage of all staff. Ensure all outstanding mandatory training is completed as a priority, particularly where training is identified as mandatory within the Staff Handbook and is not dependent on probationary completion. Strengthen monitoring of Data Protection training by recording the dates of completion for all officers and clearly documenting the timing of future refresher sessions. <table><tr><td>Priority</td><td>2</td><td>SWAP Reference</td><td>AP9252</td></tr><tr><td>Responsible Officer</td><td colspan="3">CIFO</td></tr><tr><td>Timescale</td><td colspan="3">30 June 2026</td></tr></table>	Priority	2	SWAP Reference	AP9252	Responsible Officer	CIFO			Timescale	30 June 2026		
Priority	2	SWAP Reference	AP9252										
Responsible Officer	CIFO												
Timescale	30 June 2026												
Finding 4 – Member attendance and representation at Authority meetings	Action												
An Authority meeting scheduled for December 2025 was cancelled due to insufficient member attendance and was subsequently rescheduled to February 2026. This indicates challenges in achieving consistent member attendance and representation at NEIFCA meetings. Inconsistent attendance may impact the effectiveness of decision-making and could impact the Authority’s ability to discharge its statutory duties and responsibilities. Following the rescheduled meeting, the Clerk issued correspondence to members to highlight concerns regarding attendance and to reinforce the importance of member engagement.	Will strengthen arrangements to support consistent member attendance and engagement at meetings, include setting clear expectations for attendance, and taking timely action where attendance issues arise. <table><tr><td>Priority</td><td>3</td><td>SWAP Reference</td><td>AP9275</td></tr><tr><td>Responsible Officer</td><td colspan="3">Clerk</td></tr><tr><td>Timescale</td><td colspan="3">31 March 2027</td></tr></table>	Priority	3	SWAP Reference	AP9275	Responsible Officer	Clerk			Timescale	31 March 2027		
Priority	3	SWAP Reference	AP9275										
Responsible Officer	Clerk												
Timescale	31 March 2027												



Finding 5 – Asset Accessibility and Business Continuity	Action			
During the site visit, it was identified that a storage cupboard containing assets under test were locked, and on-site staff were unable to confirm the location of the relevant key. Discussions onsite indicated that key management arrangements for this cupboard in RB's Office differs from those in place for other storage areas, where keys are held centrally within the admin office. The current approach presents a risk that assets may not be readily accessible in the absence of key personnel, potentially impacting business continuity arrangements and the ability to respond effectively to operational or audit requirements.	Ensure keys for the storage cupboard in RB's Office are held centrally within the admin office. Regularly review and test asset accessibility to support business continuity.			
	<i>Management Comments: the key is located in the NEIFCA Town Hall Bridlington Office, location communicated to all staff.</i>			
	Priority	3	SWAP Reference	AP9452
	Responsible Officer		Operational Support Manager	
Timescale		completed		
Finding 6 – Employee Development Reviews (EDRs)	Action			
Employee Development Reviews (EDRs) have been largely completed; however, at the time of review, one EDR remained outstanding, and a number of completed EDRs had not yet been formally signed or returned by officers. In addition, final confirmation of approval for the Chief Officer’s EDR had not yet been received from the Clerk and Authority Chair.	Ensure all EDRs are completed, signed and formally approved			
	Priority	3	SWAP Reference	AP9468
	Responsible Officer		CIFO	
	Timescale		31 May 2026	

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

Report to: Authority Meeting
18 June 2026

Science Advisory Group Update

Report by the Environmental & Scientific Manager

A. Purpose of Report

To update members on the most recent proceedings of the Science Advisory Group (SAG) following meetings held on 12 March and 9 June 2026

B. Recommendation

That members note the report and consider the Group's recommendations.

1. Background

1.1 Since the last Authority meeting held on 6 February 2026, two meetings of the SAG were held on 12 March and 9 June 2026 and are summarised below.

1.2 12 March 2026

At the meeting members considered the following items:

- Annual Research and Evidence report for 2025-26
- Annual Research and Evidence Plan
- Lobster & Crab stock status report
- MMO Marine consents summary 2025/26)

Annual Research and Evidence Report for 2025/26

Environmental & Scientific Manager Dr Ralf Bublitz presented a report outlining progress, outcomes, and key achievements against the agreed plan for the 2025/26 period. NEIFCA officers successfully completed all shore-based data collection and observer trips on industry vessels. However, delays in commissioning the new NEIFCA vessel, *NEG IV*, meant that no offshore surveys were carried out.

Annual Research and Evidence Plan 2026/27

Environmental & Scientific Manager Dr Ralf Bublitz presented the Research and Evidence Annual Plan for 2026/2027. Following its handover at the beginning of 2026, *NEG IV* is now operational, and it is anticipated that the full survey programme will be delivered this year.

The plan includes quayside sampling, continued collaboration with intertidal fixed net permit holders to support seabass surveys and bycatch monitoring, eelgrass surveys, observer trips, and the bi-annual cockle survey. Offshore activities will include potting surveys, scallop dredging, scallop meat yield assessments, and video trials for habitat assessments, alongside other work outlined in the annual report.

Video tow and camera survey work within the Holderness MCZ will be undertaken in collaboration with Natural England, with aspirations to extend this approach to other MPA sites in the future.

Work is ongoing to finalise the new Mobile Gear Byelaw, with the intention of bringing it before the Authority at the December meeting. Members also discussed the Bluefin tuna fishery and its potential implications for the NEIFCA district, including the likelihood of introducing an emergency byelaw to address illegal, unpermitted activity.

Emerging fisheries within the district and opportunities for diversification within the commercial fleet were also considered. Dr Bublitz informed members that 50 prawn pots have been loaned to a fisherman for trial purposes, and direct collaboration with industry continues.

Lobster and Crab Stock Status Report

Environmental & Scientific Officers Julita Ruskyte and Rachel Waite-Hudson presented a report into the findings of the Crab and Lobster monitoring report for 2025, the third year using the NEIFCA catch return data.

Effort has noticeably decreased from 2023. Crab landings continue to be of concern with a sizable decrease year on year, however this is a national problem, not just related to the NEIFCA area. Lobster landings and Landings per Unit Effort (LPUE) remain stable. Minimum landing size for lobster is likely to increase in the near future.

Members suggested that monitoring of the LPUE is crucial going forward.

MMO Marine Consents 24/25

Environmental & Scientific Manager Ralf Bublitz gave an update on NEIFCA's response to marine consents in 2024/2025, with the notable objection to the Tees capital dredging.

1.3 9 June 2026

At the meeting members considered the following items:

- Scallop fishery monitoring report
- Cockle monitoring report
- Mobile Gear Permit Byelaw
- Bluefin Tuna Emergency Byelaw

Scallop fishery monitoring report

Environmental & Scientific Manager Ralf Bublitx presented an update to members on the results of the scallop dredge fishery monitoring work for the 2025/2026 season. Although fishing effort was lower than in the previous season, landings remained at similar levels. Low levels of fishing activity were mainly due to unfavourable weather conditions during the winter and early spring. In addition, one of the permitted vessels operated in the dredge areas for only five days. Environmental & Scientific Manager Ralf Bublitx reported that Landings per Unit Effort (LPUE) improved in both dredge areas during 2025/26 compared to 2024/25, particularly in the Northern permitted area, suggesting localised improvements in catch efficiency or stock availability.

Shell size distributions have also remained stable, providing further evidence that the stock is in a stable condition under current effort levels.

Environmental & Scientific Manager Ralf Bublitx reported on preliminary trials of the N-Viro dredge suggesting that, although catch efficiency was lower than that of the New Haven dredge, bycatch of several non-target species—particularly flatfish—was reduced, while selectivity for undersized scallops remained comparable.

Given the potential environmental benefits, including reduced seabed disturbance and lower bycatch, officers recommended that further trials and assessments of the N-Viro dredge continue. The next phase will focus on evaluating seabed impacts through before-and-after camera tows, with comparisons made against the New Haven dredge.

Additional modification trials are also proposed to reduce the gear's seabed footprint, such as fitting skids to the dredge belly bags to further minimise contact with the seabed. These trials are scheduled for 2027.

Since the opening of the scallop dredge fishery in 2016, the number of permits has remained capped at three. For the 2025/25 season, a scientific dispensation was granted to allow an additional vessel to access the fishery and trial the N-Viro dredge. The purpose of this trial was not only to evaluate the performance of the N-Viro dredge, but also to assess whether the number of permits could be increased to four without adversely affecting the fishery. Considering the additional fishing days, towing time, and landings associated with the N-Viro dredge, for both gear types, the total combined landings increased by 2.2%, towing time decreased by 6.7%, and fishing activity increased by just one additional day compared to the previous season. Based on this evidence, NEIFCA officers are confident that overall effort levels remain sufficiently low, even with the inclusion of an additional vessel, and therefore recommend increasing the number of permits to four for the 2026/27 season.

Members supported the addition of one permit for the 2026/27 season and planned surveys for 2026. It was also highlighted for the planned gear comparison trials in 2027 to include economic data such as fuel savings, gear costs etc.

Cockle monitoring report

Although the 2024 survey results appeared promising for the potential reopening of the cockle fishery, the 2026 results do not demonstrate consistent improvement across all monitored sites, particularly given the decline observed at Bran Sands. While there was a marginal increase in biomass at Wonderland and a more substantial increase at Middleton Basin, none of the monitored beds currently represent a fishery of sufficient economic value to support viable commercial exploitation.

Eastern IFCA reported an overall increase in cockle biomass within The Wash; however, this increase was primarily driven by juvenile biomass, while the adult stock biomass

showed a decline. It is important to note that cockle populations within their district have been affected by atypical mortality events since 2008. The biomass trends observed at Wonderland and Middleton Basin are consistent with those recorded in The Wash, whereas Bran Sands does not exhibit the same pattern, this suggests there are some local environmental influences affecting the cockle stock.

It is therefore recommended that the cockle beds remain closed, reopening the fishery is not considered viable in the foreseeable future. The outcome of this report suggests monitoring could be extended to a five-year survey cycle.

Members supported extending the survey interval to five years, with flexibility to undertake earlier surveys if triggered by evidence of significant stock recovery, increased gathering activity, or notable environmental change. It was also noted that cockles remain an important indicator species for ecosystem monitoring and should continue to be considered within this context.

Mobile Gear Permit Byelaw

Environmental & Scientific Manager Ralf Bublitiz presented a draft of the new mobile gear permit byelaw, to replace 3 current trawling byelaws and to introduce flexible permit conditions allowing the authority to respond more effectively and proportionately to emerging evidence, environmental pressures and changes in fishing activity.

Members supported the proposed new mobile gear byelaw and agreed with the approach of initially transferring the existing framework without changes to vessel size or engine power. It was noted that such parameters could be reviewed and amended subsequently through the use of flexible permit conditions once the byelaw has been confirmed.

Bluefin Tuna Emergency Byelaw

Environmental & Scientific Manager Ralf Bublitiz presented a draft of an Emergency Byelaw to be implemented if illegal recreational fishing activity targeting Bluefin Tuna within the NEIFC district should increase prohibiting the carriage of any gear associated with tuna fishing onboard any vessel unless the person holds a recreational Bluefin Tuna fishing permit issued by the MMO. The aim of this emergency byelaw is to reduce illegal fishing activity targeting Bluefin Tuna within the NEIFCA district and consequently reduce mortality in Bluefin Tuna due to insufficient knowledge and training.

Members supported the proposal to prepare an Emergency Byelaw for potential implementation if required. One member noted that similar gear may also be used for shark fishing, and suggested that the type of bait and lures used could provide a more reliable indicator of tuna-targeting activity.

Contact Officer

Dr Ralf Bublitiz,
Environmental and Scientific Manager

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

Report to: Authority Meeting
18 June 2026

Management of Permitted Intertidal & Sub-tidal Fixed Net Fisheries 2026/2027

Report by the Chief Officer.

A. Purpose of Report

To update members on the planned process and timelines for opening the Holderness Coast permitted intertidal and sub-tidal fixed net fisheries on 1 October 2026.

B. Recommendation

1. That Members note the report.

1. Background

- 1.1 Following the introduction of new national fisheries legislation during 2021, namely, 'The Sea Fisheries (Amendment etc) Regulations 2021', which currently permits unavoidable by-catches of seabass to be retained by 5 shore operators within the NEIFCA district, the intertidal and sub-tidal fisheries were re-opened on 1 October 2024 although fishermen were requested to comply with a voluntary code of conduct to only work 1 section of net rather than the 3 permitted under the current NEIFCA byelaw regulation. This arrangement was established to reduce legislative conflict with the national SI. To compensate intertidal fishermen a discretionary discounted permit fee of £250 (normally £500) was applied. This national legislative framework will not change through 2026/2027, although it is currently the subject of review as part of the ongoing sea bass Fisheries Management Plan (FMP) implementation process. Despite this review, officers are planning now for the re-opening of both the permitted intertidal and sub-tidal fixed net fisheries from 1 October 2026 in line with previous years, same arrangements, including continuation of the discounted permit fee of £250. If any legislative changes are implemented following the FMP review, officers will consult with members prior to taking any further action.
- 1.2 It is proposed that applications for both intertidal and sub-tidal permits are opened on 22 June 2026 with a provisional closing date of 17 July 2026. All applicants will be notified in writing on the outcome of their applications by 31 July 2026 and unsuccessful applicants will be offered the right of appeal which will close on 14 August 2026. Any appeals will be considered by the Executive Committee on 3 September 2026. Following consideration of appeals the final allocation of permits will be confirmed in writing under the terms of the byelaw regulation and the permits will then be issued following receipt of the requested permit fee in advance of the commencement of the fisheries on 1 October 2026. A draft procedure outlining the application and allocation process is attached for members information.

Contact Officer

David McCandless, Chief Officer
Tel: 07771936501

Procedure for NEIFCA Area C Fixed Netting Permit Allocation

Issue Date – 22 June 2026

Review Date – June 2027

Contact Officer – David McCandless (Permit Allocation Officer)

PURPOSE	To Ensure Allocation of NEIFCA Fixed Netting Permits to Fish Within Area C of the Holderness Coast
AIM	Allocation of permits are undertaken in a fair, efficient and transparent manner and that there is a clear and consistent appeals procedure
SUCCESS CRITERIA	All permits will be issued in a consistent and timely manner.



1. Permit Applications

- 1.1 Applicants can only apply for one type of permit, intertidal or sub-tidal, not both.
- 1.2 **Applications must be received by the Authority by Friday 17 July 2026.** Applications will only be accepted after the closing date if vacancies remain following initial allocation.
- 1.3 Vacancies for permits will be advertised on the NEIFCA website (www.neifca.gov.uk) subject to NEIFCA discretion.

2. Permit Allocation Process

- 2.1 The Permit Allocation Officer shall consider all applications against the following selection criteria:

Phase 1 Criteria (Listed in order of Priority)

- 1) The applicant has previously held a permit to fish in Area C.
- 2) Can demonstrate a historical track record of fishing in Area C.
- 3) Can demonstrate a historical track record of catching fish using fixed nets.
- 4) With respect to sub-tidal permits the operating vessel is registered 10 m and under and carries a national MMO licensing entitlement to catch and take sea bass.

Phase 2 Criteria

Beyond the application of Phase 1 criteria, judgement will be required on the part of the permit allocation officer and will include the following:

- A) Should there be more applicants than the 10 available permits (5 intertidal and 5 sub-tidal) who can demonstrate Phase 1 criteria, then the permit allocation officer will need to make a formal assessment of the available evidence supplied for Phase 1 criteria, this assessment will be based on the following information, using a sliding scale and in the following priorities:
 - 1) If a track record has been proven, over how long can the applicant demonstrate that track record and what were the total quantities of species caught?
 - 2) What track record can be proven for the use of fixed nets within Area C and for how long?
- B) Should there be fewer applicants than the available 5 (intertidal permits) who meet the Phase 1 criteria, then the permit allocation officer will need to make a formal

assessment of the available evidence supplied for Phase 1 Criteria from the remaining applicants, based on the following information:

- 1) Track record – What evidence, if any, has been supplied to support the historical track record. Over what time period is this available and how much can be demonstrated to have been caught?
- 2) Is the principle source of income fishing? Can the applicant demonstrate a dependence on the use of fixed nets?
 - a. The permit allocation officer shall allocate a permit to those applicants who meet Phase 1 criteria (subject to Phase 2 assessment if required)
 - b. The permit allocation officer shall make a list of all unsuccessful applicants; these applicants will be held on the relevant waiting list for the permit applied for. The position of each applicant on this waiting list will be subject to annual review and submission of completed applications forms and evidence. Should any permit become available during the course of the permit year the permit will be allocated to the applicant at the top of this waiting list. The position of each applicant on the waiting list will be determined by their application form and Phase 1 and 2 Criteria.
 - c. Each applicant will be required to submit an annual application form with supporting evidence as per section 1 'Permit Applications'.
 - d. **All applicants successful or otherwise will be notified by Friday 31 July 2026.**

3 Right of Appeal

- 3.1 **Any decision by the permit allocation officer that an applicant is not entitled to a permit should be sent together with notification of the right of appeal by Friday 31 July 2026.**
- 3.2 Included within the right of appeal should be information used to assess the application by the permit allocation officer summarising the reason why the applicant was not successful as well as a copy of the Appeal Procedure.

4 Appeal Procedure

- 4.1 The Appeal panel will consist of the members of the NEIFCA Executive Committee.
- 4.2 Appeals must be addressed to NEIFCA Executive 'Fixed Net Permit Appeal', Town Hall, Quay Road, Bridlington, YO16 4LP.

- 4.3 **All Appeals must be submitted in writing by Friday 14 August 2026** and will be considered by the Executive Committee meeting provisionally scheduled for 5 September 2024.
- 4.4 The permit allocation officer must satisfy the NEIFCA Executive Committee that the correct application procedure has been followed and that the unsuccessful applicant (appellant) has been provided with all relevant information used to assess their application.
- 4.5 Based on the information supplied by the permit allocation officer and the applicant in writing the NEIFCA Executive Committee will make a decision.
- 4.6 Immediately after the hearing the NEIFCA Executive Committee will provide the permit allocation officer with their decision. The officer will notify the appellant within 7 working days of this decision together with details of how this decision was reached.
- 4.7 The decision of the NEIFCA Executive Committee is final.

5 Further Conditions of Permit Allocation

- 5.1 The issue of NEIFCA intertidal permits will be subject to the following additional conditions:
- 1) Following the conclusion of any appeals process written confirmation will be sent to all the successful applicants and permits will be issued upon full receipt of the £500 permit charge specified in paragraph 6(l) of Byelaw XVIII 'Method and Area of Fishing (Fixed Netting) Byelaw 2016.
 - 2) The right is reserved to refuse the issue of a permit until such time as a successful applicant provides any outstanding monies or information required for the issue of a permit or from a previous year in accordance with Byelaw XVIII 'Method and Area of Fishing (Fixed Netting) Byelaw 2016 and or Byelaw XXXI Catch Returns Byelaw.
 - 3) Permits may be subject to suspension, at any time, for a number of reasons in accordance with the processes outlined within paragraphs 7 and 8 of Byelaw XVIII 'Method and Area of Fishing (Fixed Netting) Byelaw 2016.
 - 4) All permits issued are subject to the prohibitions and conditions contained in Byelaw XVIII 'Method and Area of Fishing (Fixed Netting) Byelaw 2016.
 - 5) All permit holders MUST have in place before commencing any netting/fishing activity from the beach Third Party Business Liability Insurance. This is non negotiable and must be in place. A certificate of Insurance can be submitted with the application or after the permit has been allocated.
 - 5) All permit holders must sign a Health and Safety Code of Practice which stipulates how fishing gear must be used in accordance with Health and Safety procedures. Any additional criteria or stipulation from ERYC must also be strictly adhered to.

Any breaches, either of the Code of Practice and or such additional criteria or stipulation set, could render the permit holder liable to prosecution by the ERYC and their permission to fish in the inter-tidal zone revoked.

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

Report to: Authority Meeting
18 June 2026

Chief Officer's Operational Report

Report of the Chief Officer

A. **Purpose of Report**

To provide members with an operational report covering the period 1 December 2025 to 31 May 2026.

B. **Recommendation**

That Members note the report.

1. **Overview**

1.1 **NEIFCA**

North Eastern Guardian IV Update

Following the official naming and blessing ceremony, held on 21 June 2025, North Eastern Guardian IV (NEG IV), was formally accepted into the Authority's ownership on 31 January 2026. alongside the new 'boarding' RIB, 'Bravo II', on 2 February 2026.

In terms of NEG IV and the completion of the project, trialling, commissioning and final acceptance of the build on 31 January 2026, represented a delay of approximately 8 months. Contributing factors included the overall complexity of the build and a reliance on the availability of subcontractors and suppliers to attend and rectify key issues. Remedial works were also required to the anchoring system, wheelhouse air conditioning, the performance of the bow thrusters, steering, navigational functioning and electrical component faults. Despite the delay, the project was delivered under the original planned budget which is relatively rare for new vessel builds of this nature.

Unfortunately, since January 2026 the full operationalisation of NEG IV has been very slow and extremely frustrating. Initial tasking, crew familiarisation and further commissioning commenced during the second half of March into April of this year but has been notably hampered by a combination of follow up works in port, crew availability, weather, staff training and supporting the completion of statutory, scheduled, safety surveys on other vessel assets, which couldn't be delayed. Current fuel costs, which have increased three-fold since the commencement of the Iran war, remain an ever-present factor, dictating that any current tasking of NEG IV must be specific, efficient and effective.

This situation continued through much of May although encouragingly the first mobile gear trials were undertaken at the end of May when NEIFCAs scallop sampling dredges were deployed and recovered from the vessel. The short-day trial went well but identified some teething troubles with the hydraulic systems which still have to be fully diagnosed and rectified.



NEIFCA Annual Plan 2026/2027

The Annual Plan covering workstreams scheduled for the current operational year, 1 April 2026 to 31 March 2027 was finalised, published on the NEIFCA website and shared with Defra. It can be downloaded via the following link:

[2026-annual-Plan-compressed.pdf](#)

1.2 National Work streams

Fisheries Management Plans

On 14 December 2024 Defra published 5 Fisheries Management Plans (FMPs) including crab and lobster, sea bass, king scallop, whelk and Channel non-quota species. The development of FMPs is a key component of the 2020 Fisheries Act to inform future fisheries management policy delivery across a range of exploited stocks in the UK. The FMP programme has now expanded across some 40 plans covering a wide range of species

with the most recent tranche published, for consultation, on 10 February 2026 covering Celtic and Western Channel demersal fisheries, Celtic and Western Channel pelagic fisheries, sea bream and wrasse fisheries.

NEIFCA staff are directly involved in two of the current, national FMP implementation groups including crab and lobster and king scallop. For the Crab and Lobster FMP, officers contribute to the steering group as well as the science and implementation sub-groups, with current priorities including the development of effort limitations for the potting industry and exploring potential management measures for edible crabs. For the King Scallop FMP, NEIFCA serves as the lead organisation, focusing on developing management measures for offshore areas.

IFCA Four Yearly Review of Conduct and Operations

As reported previously, every four years there is a statutory requirement under Section 183 of the Marine and Coastal Access Act 2009 for the Secretary of State to 'lay' a report to Parliament on the conduct and operations of IFCAs. The third such report, covering the period 2018 to 2022, was published by Defra on 6 February 2025 and a copy can be downloaded via the following link:

[Inshore Fisheries and Conservation Authorities: conduct and operations 2018 to 2022 - GOV.UK](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/114444/Inshore_Fisheries_and_Conservation_Authorities_conduct_and_operations_2018_to_2022_-_GOV.UK)

Throughout much of 2025 to present, in response to the recommendations contained within the report, IFCA Chief Officers have been working in partnership with Defra through a Conduct and Operations Report Recommendations Implementation Steering group (CORRIS) to address some of the key issues identified within the report. The publication of this report was significantly delayed and work has already commenced on the next statutory report covering 2022 to 2026, which is due to be completed and the end of this calendar year, 2026 and published in the spring of 2027.

1.3 Priority Work streams for the next six months

- Further operationalisation of NEG IV in support of the Authority's planned offshore survey programme for 2026/2027.
- Further implementation of the shellfish permit byelaw regulation including planning for the commencement of commercial applications for the next, 2027, year and charging.
- Further development of a new mobile fishing gear, permit byelaw with the intention of formally making at the December 2026 Authority meeting.

1.4 Summary of meetings and events attended

Crab & Lobster Implementation Group meeting	1 st December 2025
AIFCA Members Forum	2 nd December 2026
Chief Officers Group	9 th December 2026

Clean Bycatch Project meeting	10 th December 2025
Humber Estuary Fishing Byelaw briefing with Yorkshire Wildlife Trust	11 th December 2025
Parkol meeting	11 th December 2025
Institute for Fisheries Management IFCA briefing	16 th December 2025
National Federation of Fishermen's organisations meeting	18 th December 2025
Natural England Protected Site Strategy meeting	8 th January 2026
North East Regional Fisheries Group meeting	8 th January 2026
Seabass tagging training at CEFAS	12 th January 2026
IFCA Theory of Change Workshop	13 th January 2026
CEFAS King Scallop assessment data meeting with IFCA's	14 th January 2026
Yorkshire Marine Partnership Executive Board meeting	19 th January 2026
North East Fishermen Association meeting	20 th January 2026
NEIFCA SMT meeting	21 st January 2026
MAFCO	22 nd January 2026
NEIFCA staff meeting	28 th January 2026
Crab & Lobster FMP effort management workshop	29 th January 2026
National Symposium on Inshore and Small-Scale Fisheries Briefing	30 th January 2026
Parkol meeting	30 th January 2026
Tees River Trust Oyster project meeting	30 th January 2026
TAG REM project meeting	3 rd February 2026
Natural England Holderness Inshore MCZ meeting	3 rd February 2026
National Symposium on Inshore and Small-Scale Fisheries	4 th & 5 th February 2026
Authority meeting	6 th February 2026
AIFCA iVMS data analysis meeting	10 th February 2026
MaPTA workshop	11 th February 2026
Chief Officers Group	12 th February 2026

Coastal Health workshop at NIFCA's office	18 th February 2026
Guest Lecture at Salford University	20 th February 2026
Natural England catch up meeting	26 th February 2026
AIFCA meeting	3 rd March 2026
NEIFCA Executive meeting	5 th March 2026
Northern Endurance Partnership meeting	6 th March 2026
General Member meeting	11 th March 2026
Chief Officers Group	12 th March 2026
SAGB Crustacean Committee meeting	12 th March 2026
SAG meeting	12 th March 2026
DEFRA control reg	16 th March 2026
SMT meeting	18 th March 2026
FaSS project meeting with Whitby Hatchery	19 th March 2026
Yorkshire Marine Nature Partnership Executive Board	19 th March 2026
NEIFCA capital grant certification	23 rd March 2026
IFCA Technical Advisory Group meeting	24 th & 25 th March 2026
National Federation of Fishermen's organisations catch up	26 th March 2026
DEFRA recreational Bluefin Tuna meeting	26 th March 2026
Industry Engagement meeting for new Shellfish Byelaw Scarborough & Bridlington	30 th March 2026
Industry Engagement meeting for new Shellfish Byelaw Redcar & Whitby	31 st March 2026
Industry Engagement meeting for new Shellfish Byelaw Hartlepool & Sunderland	7 th April 2026
Industry Engagement meeting for new Shellfish Byelaw Hornsea & Withernsea	8 th April 2026
AIFCA meeting	13 th April 2026
IFCA/MMO SOG	13 th April 2026

Chief Officers Group	15 th April 2026
Yorkshire Marine Nature Partnership MPA meeting	16 th April 2026
Whitby Port Security meeting	16 th April 2026
DEFRA sponsorship team visit	22 nd April 2026
University of Hull Seabass tagging meeting	27 th April 2026
Angling Trust Bluefin Tuna meeting	29 th April 2026
MMO FaSS meeting	30 th April 2026
Hartlepool MP Jonathan Brash meeting	1 st May 2026
Chief Officers Group	13 th May 2026
Fish and Ships Festival Whitby	16 th & 17 th May 2026
DEFRA Seabass team call	19 th May 2026
EASTME conference	21 st May 2026
Marine Net Gain survey	22 nd May 2026
Tees Valley Wildlife Trust and Nature Partnership	29 th May 2026
Harbour Master catch up meeting	29 th May 2026

2.0 **NEIFCA Operational Reports**

2.1 **Land-based Work streams**

The Shore Enforcement Team maintained an intensive programme of land and sea patrols, inspections, and compliance activity throughout the NEIFCA district during the reporting period.

Adverse weather conditions throughout the winter significantly limited fishing opportunities, resulting in reduced fishing effort and lower catch rates across the district. Persistent strong winds during December, January, and February restricted vessel activity and reduced the number of safe fishing days available to the fleet. In addition, continued increases in operating costs, particularly fuel prices, placed further financial pressure on vessel operators. Collectively, these factors contributed to a reduction in fishing activity throughout the reporting period.

Officers continued to patrol the NEIFCA district and worked closely with members of the fishing industry, maintaining regular engagement through vessel landing inspections, harbour patrols, and industry meetings. This proactive approach helped promote compliance with fisheries legislation and foster positive working relationships with stakeholders.

NEIFCA officers also played an important role in strengthening relationships with the Angling Trust, the Marine Management Organisation (MMO), and charter vessel operators along the Yorkshire coast. These partnerships supported discussions regarding the permitted Bluefin Tuna Fishery and facilitated effective communication between regulators and industry representatives. The established network of contacts NEIFCA Officers have has proved invaluable in supporting this work.

Nomadic scallop dredging activity remained at relatively low levels throughout the reporting period. During March and May, officers monitored two vessels operating outside the NEIFCA district off the coast of Flamborough and Bridlington. Officers maintained regular engagement with these vessels, which landed their catches into Scarborough and Hartlepool, ensuring operators were aware of the relevant legislation while transiting through the NEIFCA district.

Officers maintained an active patrol presence along the Holderness coast, from Fraisthorpe to Tunstall, where five intertidal fixed nets are currently permitted by NEIFCA. Sea bass featured prominently in catches during the early part of the netting season, and officers worked closely with permitted net fishers to collect biological data from the fishery. Officers also attended specialist training at CEFAS in Lowestoft to develop additional fisheries science skills, including fish tagging techniques used to monitor movement patterns and methods for ageing sea bass.

In March, officers attended the European Open Beach Competition along the Holderness coast. The event provided an excellent opportunity to engage with recreational anglers from across Europe. NEIFCA's presence was positively received by both competitors and event organisers, helping to raise awareness of fisheries management and conservation objectives.

During May, officers attended the Fish and Ships Festival in Whitby, promoting NEIFCA's work in the conservation and sustainable management of fish and shellfish stocks. NEIFCA hosted an educational display featuring live shellfish specimens, allowing officers to engage directly with members of the public and explain the Authority's roles, responsibilities, and conservation activities.

Shore Officers continued to maintain full and active participation in the joint intelligence-gathering programme coordinated by the MMO, submitting intelligence reports and prioritising enforcement activity against identified targets. Intelligence gathering and information sharing have contributed to a number of successful operations targeting illegal fishing activity within the NEIFCA district.

Outreach and Joint Working

Enforcement officers work alongside a wide range of organisations and agencies, and maintaining strong partnerships remains an important aspect of effective fisheries enforcement. During the reporting period, NEIFCA officers conducted joint patrols and operations with the following organisations:

- Marine Management Organisation (MMO)
- Humberside Marine Police
- Environment Agency
- Tees Harbour Police
- Northumbria Marine Police

- Centre for Environment, Fisheries and Aquaculture Science (CEFAS)
- Maritime and Coastguard Agency (MCA)
- Border Force / Immigration Enforcement
- Cleveland Police
- Scouts

Enforcement and Compliance Outputs

During the reporting period, officers conducted 121 inspections across a range of commercial and recreational fishing activities. Four verbal warnings were issued, and two offences were reported to the Chief Officer for further review and consideration. Inspections undertaken by the Shore Team included:

- Potting operations
- Recreational angling
- Scallop dredging
- Netting activities
- Limited Shellfish Permit holders
- Unattended vessel inspections
- Trawling operations
- Premises inspections
- Shellfish merchant inspections

2.2 Environmental/Science Work streams

2.2.1 Consents and Licensing

The NEIFCA district is of great interest to many commercial parties and operators. The list of activities includes, but is not limited to, offshore renewables (wind and tidal), gas cavern development, harbour works, maintenance and capital dredge activities, pipeline and cable corridors/landfall and mine discharge. As a relevant authority, NEIFCA is consulted on all developments within and abounding the district, including the issuing of marine consents or licenses relating to any form of discharge or abstraction.

Applications relating to marine developments can be numerous and each one is considered both independently and cumulatively with any other neighbouring activities. Authority Officers also often play an active role in working groups established for the monitoring and surveillance of developments. The following applications were reviewed between December 2025 and June 2026.

Title	Date reviewed
Development Consent Order Net Zero Teeside (NZT/NEP (nearshore): UXO clearance)	01/12/2025
Dredging of the Shields Ferry Landings, River Tyne, and Disposal of Dredged Material	03/12/2025
Dredging and Disposal of dredged material, A&P Tyne frontage	05/12/2025
CLdN Ports Killingholme – Maintenance Dredging and Disposal	06/01/2026
WE Stallingborough Marine Geotechnical Survey	22/01/2025
Scotland to England Green Link 1 / Eastern Link 1 - "Marine Scheme"	22/01/2025
Dogger Bank A Offshore Wind Farm DBA Export Cable, North sea	29/01/2026

Eastern Green Link 2 - Unexploded Ordnance Clearance	26/02/2026
Exolum Revetment Repairs (Seal Sands)	26/02/2026
Bran Sands LSO Geotechnical surveys	05/03/2026
Environmental impact assessment	09/03/2026
Scarborough North Bay Water Quality Project	27/03/2026
Humber Carbon Capture Pipeline - Geophysical Surveys for Trial HDD	15/04/2026
Svitzer Quay Capital Dredge	26/02/2026
Humber Carbon Capture Pipeline (HCCP) Early Investigations Trial HDD and Geotechnical Boreholes	05/05/2026
Tees Container Terminal 2 (TCT2) Quay Extension	13/05/2026

2.2.2 Survey Programme Update

Between December 2025 and June 2026, 21 quayside visits were carried out across the district's three main ports—Bridlington, Scarborough, and Whitby. During these visits, biometric data were collected for 1,981 lobsters and 2,527 edible crabs. In addition, 12 observer trips yielded further biometric data, including 662 lobsters, 227 edible crabs, and 3,240 king scallops.

The biannual cockle survey was conducted over three days in April 2026 at three sites: Wonderland on Cleethorpes Beach, Middleton Basin in Hartlepool, and Bran Sands at Redcar. A total of 544 cockles were sampled, comprising 13 from Bran Sands, 133 from Middleton Basin, and 398 from Wonderland.

2.2.3 Stock Monitoring Reports

A comprehensive stock monitoring report for lobster and crab for 2025 was completed and presented to the Scientific Advisory Group on 12 March 2026. Officers concluded that lobster stocks remain stable across the district, while both landings and landings per unit effort for edible crab continue to decline. This reduction in edible crab stocks has also been observed elsewhere in the UK and across other North Sea regions. Further effort management measures for lobster and crab are currently being developed through the relevant Fisheries Management Plan.

A cockle monitoring report was also completed and presented to the Scientific Advisory Group on 9 June 2026. Increases in biomass of undersized cockles were recorded at Wonderland and Middleton Basin, while Bran Sands showed a marked decline in biomass. Despite improvements at two of the monitored sites, it is recommended that all beds remain closed to exploitation, with continued monitoring carried out on a five-year survey cycle.

A scallop monitoring report was presented to the Scientific Advisory Group on 9 June 2026. Overall, the scallop dredge fishery is showing a positive trend. Although fishing effort was lower than in the previous year, landings remained at comparable levels, indicating that stocks are stable under current effort levels. On this basis, NEIFCA officers are confident that overall fishing effort remains sufficiently low, even with the addition of an extra vessel, and recommend increasing the number of permits to four for the 2026/27 season.

All reports are summarised and publicly available on the NEIFCA website.

2.2.4 Outreach

Environmental and Scientific Officers delivered presentation on the local marine ecology and fisheries and NEIFCA's role at the following events:

- QA career panel at the University of Hull
- Guest lecture at Salford University
- Whitby Fish & Ships Festival
- Bridlington Seafest

3.0 National Meetings Update

3.1 *National IFCA Chief Officers Group*

At present the Chief Officer's group meets monthly and is made up of the most senior IFC Officers in the U.K. Group membership also includes Officers from Fisheries Departments located in the Isle of Man, Jersey and Guernsey.

The group provides an extremely valuable mechanism for the discussion and exchange of information relating to operational and legislative matters affecting 'day to day' activities within IFCA's and NEIFCA currently provides the Secretariat to the group.

Since the last meeting of the Authority NEIFCA was represented at seven meetings held on 9 December 2025, 14 January, 12 February, 12 March, 15 April and the 13 May 2026.

3.2 *National Association of IFCA's Forum & Directors Meetings*

The national Association of IFCA's was formally established on 17 March 2011 following resolution and adoption of draft Articles by majority vote. NEIFCA's interests within the group are represented by the Chair, Vice Chair and Chief Officer.

The national Association is structured as a Company by Limited Guarantee with listed Directors and members and its Articles reflect that structure and governance. This enables the Association to employ its own staff (currently Chief Executive, a full-time support Officer and a fixed term project officer) and conduct its business within a properly structured legal framework. One Director is appointed by each of the member IFCA's currently the Chief Officer and the wider membership of the Association or forum comprises of three representatives from each member IFCA, currently the Chairman and Chief Officer. The board of Directors meet after the forum to consider business and actions resulting from it. The Chief Executive is a Director of the Association as are the elected Chairman and Vice Chairman of the wider members Forum.

Since the last meeting of the Authority NEIFCA was represented at one forum meeting and one Directors meeting held on 2 December 2025, 3 March 2026 and 2 June 2026 respectively.

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Chief Officer
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NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

Report to: Authority Meeting
18 June 2026

Fisheries Statutes and Regulations Prosecutions

Report of the Clerk of the Authority.

A. Purpose of Report

To provide information on prosecutions taken by the Authority during the period 1 December 2025 to 31 May 2026.

B. Recommendation

That Members note the report.

1. Background

1.1 Information on prosecutions and sanctions taken on behalf of the Authority are submitted to each meeting of member's information.

1.2 Attached is a schedule of prosecutions and sanctions covering the period since 1 December 2025.

1.3 As an alternative to a prosecution, the Authority can also offer a Financial Administrative Penalty or FAP. The 2011 'Sea Fishing (Penalty Notices) England Order provides the mechanism for the Authority to issue fixed penalties for a range of infringements including breaches of byelaw regulations and national legislation relating to minimum landing sizes. Each offence is categorised to a fixed penalty which can be issued to the skipper and or owner of the respective vessel. The level of penalty issued must exceed the value of the respective catch.

Contact Officer

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Chief Officer
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Name(s)	Offence	Sanction	Court	Date	Fined	Costs Awarded	Costs Requested
Mr O Greenwell	Recreational skipper Sunderland – exceeding daily bag limit, 8 lobsters below MLS	PROS	South Tyneside	3 February 2026	£80	£100	£704
Ms J Sorley	Commercial skipper Sunderland - obstruction	PROS	South Tyneside	3 February 2026	£500	£500	£500
Mr P Dunn	Commercial crew Sunderland - obstruction	PROS	South Tyneside	3 February 2026	£500	£500	£500
Mr K Clarke	Commercial skipper South Gare – landing 3 egg bearing lobsters	HOC	N/A	11 March 2026	N/A	N/A	N/A
Mr W Jenkinson	Commercial skipper Scarborough – landing 22 Kg of edible crab below MLS 140 mm	FAP	N/A	30 March 2026	£1000	N/A	N/A

HOC – Home Office Caution

FAP – Financial Administrative Penalty

PROS – Formal Prosecution in Court

OCD – Conditional Discharge

Costs Requested – This is the amount that the solicitor requests the defendant to pay. This is equal to reasonable costs and does not usually include administrative time etc - so does not represent the full cost to NEIFCA. The solicitor asks for a reasonable amount to stand any chance of getting costs back.

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

Report to: Authority Meeting
18 June 2026

NEIFCA Byelaws Update

Report by the Chief Officer

A. Purpose of Report

1. To update Members on progress with the following byelaw which was made at a meeting of the Authority held on 1 December 2022:

XXVIII Shellfish Permit Byelaw 2022

B. Recommendation

1. That members receive the update and note the report.

1. Background

1.1 *XXVIII Shellfish Permit Byelaw 2022*

- 1.1.1 At the Authority meeting held on 1 December 2022 members supported the making of a new byelaw XXVIII Shellfish Permit Byelaw 2022 (Minute Item 32 refers).

The key aims of the new byelaw are to establish a new flexible management framework which will more effectively cover the exploitation of listed shellfish species throughout the NEIFCA district, both offshore and onshore. The byelaw also consolidates existing byelaw regulations and introduces a new effort management system for commercial potting within the district. The provisions contained within the byelaw are applied via conditions attached to the permit which can be varied following an appropriate review process, without the need to formally remake the whole byelaw. It establishes two new permitting schemes, 'Commercial' for licensed commercial vessels and 'Recreational' for recreational operators. In year one 209 commercial permits will be made available with a new 1000 maximum pot cap per vessel within the NEIFCA district. Recreational operators will now be restricted to working a maximum of 5 pots rather than 10 and daily catch limits have been retained at 2 lobsters, 10 crabs and 30 whelks per day.

- 1.1.2 Following the completion of the formal statutory consultation process on 27 October 2023 the outcome was presented to members, alongside the proposed next steps, at the Authority meeting held on 8 December 2023 (Minute 75 refers). The outcome was published on the NEIFCA website on 11 January 2024 and stakeholders notified via email.
- 1.1.3 In line with the statutory process the draft byelaw regulation and supporting documentation was sent to the Marine Management Organisation (MMO) for a Quality Assurance (QA) assessment on 11 January 2024 with a recommendation that it be further considered for

formal confirmation by Defra. The draft regulation and its supporting RIA then passed through six phases of QA checking with the MMO and on 9 July 2025 it was finally submitted to Defra for formal confirmation. On 8 August 2025 Defra advised that it had been passed onto the Ministerial department for final review and signing. The new byelaw was finally confirmed by Defra on 4 March 2026.

2. Implementation Update

Implementation of the new byelaw is now well underway, and applications for permits under the new commercial and recreational schemes are now being received and processed online via the NEIFCA website. Applications for commercial and recreational permits opened on 30 March and 12 May 2026 respectively. To date 175 commercial (93%) and over 854 recreational (43%) permits have been processed and issued. The operational support team have worked extremely hard to ensure that the administrative implementation of this new regulation has progressed as smoothly as possible.

The byelaw sets a maximum fee of £350 for Commercial permits depending on the number of pots applied for and currently a flat £10 fee for Recreational permits. In this first, 'part' year, the allocation of the pot numbers and the issue of the permit have been prioritised and a decision was made to waive the fee in year one and commence the charging regime from 2027 year. This additional time will enable 'online' charging systems to be developed and tested prior to use.

From an enforcement and compliance perspective, in this first year, a clear direction has been given to all permit holders to ensure that their gear is clearly marked and that they proactively manage their allocated pot numbers to ensure compliance with the maximum cap within the NEIFCA district. NEIFCA operational staff have also commenced the mapping and assessment of all gear currently set within the NEIFCA district. The second phase, which will commence during the autumn, will involve the establishment of a new commercial pot tagging scheme to strengthen the supporting enforcement and compliance regime.

3. Other Byelaw Work

Mobile gear management

Dr Ralf Bublitz and his team have been advancing a review of NEIFCAs mobile fishing gear regulations, including trawling and dredging, with the intention of developing a single regulation supported by three permitting schemes which will carry separate flexible management conditions, like the new shellfish permit byelaw.

As part of this work an informal 'online' consultation with stakeholders was undertaken at the beginning of the year. Key areas of focus, in terms of this work, include the setting of new entry criteria such as vessel size, engine power and the use of catch and effort track records.

In terms of timelines officers are planning to take a new draft regulation to the December Authority meeting this year for consideration with further discussions planned through forthcoming Executive Committee and Science Advisory Group meetings.

Blue Fin Tuna (BFT) management

The increasing presence of BFT in the Authority's area and the potential economic value to the region is a key interest for members. The fishery is directly administered by Defra and the MMO remain the national management led for the fishery. Currently exploitation is controlled via commercial and recreational licenses in consultation with the Angling Trust. NEIFCA officers are continuing to work very closely and proactively with all parties to support the fishery. The 2026 season is expected to commence during June and continue to late September/October, and further updates will be provided to members as it progresses.

Contact Officer

David McCandless, Chief Officer

Ext. 3690

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

Report to: Authority Meeting
18 June 2026

Partner Reports

Report of the Chief IFC Officer.

A. Purpose of Report

To provide members information on partner organisations activities.

B. Recommendation

That Members note the report.

C. Background

The Deputy Clerk at the quarterly meeting held in June 2011, suggested that reports are submitted quarterly from partner organisations from the Marine Management Organisation, Natural England and the Environment Agency for consideration at quarterly meetings.

Contact Officer

David McCandless
Chief Inshore Fisheries and Conservation Officer
Ext. 3690

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

Report to: Authority Meeting
18 June 2026

Natural England Partner Report

Please find below a few updates from NE:

- Emma Veryan has taken over from Claire Argent as the Natural England representative on the Authority
- Natural England are engaging with the NEIFCA environment team on their outstanding HRA and MCZ assessments. We have now provided advice on their updated Holderness Inshore MCZ assessment. We will continue to engage with NEIFCA in relation to their outstanding assessments and provide support/advice as this progresses
- We are also having discussions regarding MPA monitoring and how NEIFCA/Natural England could work together to collect data on the Holderness Inshore MCZ
- We will continue to work with NEIFCA and the SAG to discuss future collaboration of survey work and monitoring projects.

Emma Veryan

Marine Senior Officer

Yorkshire & Northern Lincolnshire Team

Natural England

