

# NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

## MEETING OF THE EXECUTIVE COMMITTEE

**04 SEPTEMBER 2025**

**Present**

Prof Mike Elliott (Chair)  
 Cllr David Chance (Vice Chair)  
 Cllr Tim Norman  
 Mr Graham Collins  
 Cllr Neil Swannick  
 Cllr Rachel Creevy  
 Dr Stephen Axford

**Representing**

MMO Appointee  
 North Yorkshire Council  
 East Riding of Yorkshire Council  
 MMO Appointee  
 North Yorkshire Council  
 Hartlepool Borough Council  
 MMO Appointee

Darren Stevens, Clerk, East Riding of Yorkshire Council, Liz Smith, East Riding of Yorkshire Council on behalf of David Kirven, David McCandless, NEIFCA Chief Officer and Dr Ralf Bublitz, NEIFCA Environmental & Scientific Officer also attended the meeting.

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

<b>15.</b>	<b>APOLOGIES</b>
	Apologies for absence received from David Kirven, Treasurer and Councillor Henry.
<b>16.</b>	<b>DECLARATION OF PERSONAL OR PREJUDICIAL INTERESTS</b>
	<b>Resolved</b> – 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.
<b>17.</b>	<b>TO TAKE NOTES OF THE MEETING HELD ON 06 MARCH 2025 AS A CORRECT RECORD</b>
	<b>Resolved</b> – That the minutes of the meeting held on 06 March 2025 are approved as a correct record and signed by the Chairman.
<b>18.</b>	<b>BUDGET MONITORING 2025/2026</b>
	Liz Smith, East Riding of Yorkshire Council, presented a report on behalf of the Treasurer to advise Members of the budget position at the end of July (month 4) in 2025/26. The report highlighted that at the end of July 2025, the Authority had net expenditure of £437,264 against an expected £480,961, underspending by £43,697. The forecast outturn underspend was £198,098. The majority of the underspend was a consequence of minor slippage in the completion of the build of the new patrol vessel. The delay had resulted in forecast underspends of £100,000 on the finance lease with East Riding of Yorkshire Council for the period April-September 2025, a projected £18,600 underspend on vessel fuel and £44,761 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.

	<p><b>Resolved</b> – (a) That the budget monitoring forecast outturn underspend at 31 March 2026 of £198,098 be noted.</p> <p>(b) That the Treasurer and Chief Officer be approved to increase the one-off payment to East Riding of Yorkshire Council towards the new patrol vessel by up to £200,000, funded from a combination of the forecast 2025/26 outturn underspend and increased balance on the Renewals Fund at the end of 2024/25 financial year.</p> <p>(c) That the balance of any remaining underspend at outturn be transferred to the Renewals Fund.</p>
<b>19.</b>	<b>STRATEGIC &amp; OPERATIONAL RISK REGISTER REVIEW</b>
	<p>The Clerk presented a report to inform members of the Executive Committee that in accordance with the Authority’s Risk Management Strategy, a sixth monthly review of the Strategic and Operational Risk Registers had been completed and reported for information. The Chief officer informed members that the sale of NEG III and the successful financing of NEG IV had reduced the level of financial risk, reported previously. Members suggested that operational risks relating to delays in the commissioning of the new vessel, should be captured separately. The Chief Officer agreed to action such.</p>
	<p><b>Resolved</b> – That the revised Strategic and Operational Risk Register be reviewed in six months’ time.</p>
<b>20.</b>	<b>NEIFCA STANDING ORDERS &amp; FINANCIAL REGULATIONS – ANNUAL REVIEW</b>
	<p>The Chief Officer presented a report to advise members of the completion of the annual review of NEIFCA Standing Orders and Financial Regulations alongside an updated version of the regulations for approval and adoption. Members were informed that no major changes had been made, most of the changes, detailed in section 1.2 of the report, were grammatical amendments. Members agreed that in future only substantive changes to the Standing Orders and Financial Regulations should be brought to the Executive Committee for approval going forward.</p>
	<p><b>Resolved</b> – That the revised Standing Orders and Financial Regulations be approved and adopted.</p>
<b>21.</b>	<b>EXCLUSION OF THE PUBLIC</b>
	<p>That the public be excluded from the meeting for consideration of the following item (Minutes 22) on the grounds that it involves the likely disclosure of exempt information defined in paragraphs 8 and 9 of part 1 of schedule 12A of the Local Government Act 1972.</p>
	<p><b>Resolved</b> – That the public be excluded from the meeting for consideration of the following item (minutes 22)</p>
<b>22.</b>	<b>NEIFCA PERMIT APPEALS – SCALLOP DREDGING</b>
<b>23.</b>	<b>NEIFCA ANNUAL AUDIT 2024/2025</b>
	<p>The Clerk presented a report to inform members of the findings of the annual report. Members were informed that the substantial assurance level had been maintained. This level of assurance reflects that there is a sound system of governance, risk management and control exists, with internal controls operating effectively and being consistently applied to support the achievement of objectives in the area audited. Members were assured that the</p>

	recommendations made by the internal audit had already been completed and any modifications had been implemented.
	<b>Resolved</b> - Members noted the report.
<b>24.</b>	<b>NEIFCA ANNUAL REPORT 2025/2026</b>
	The Chief officer presented a draft copy of the NEIFCA Annual Report covering the period, 2024/2025, summarising the Authority's outputs and activities during the year. Members acknowledged the work Officers had completed throughout the year and endorsed the report for submission to Defra.
	<b>Resolved</b> - Members noted the report.
<b>25.</b>	<b>CHIEF OFFICERS OPERATIONAL UPDATE</b>
	The Chief Officer presented members with an operational update covering the period March to August 2025. The Chief Officer discussed the progress of the new vessel build, North Eastern Guardian IV which was formally named and blessed at a ceremony in June 2025. The Chief Officer advised that the new vessel was not currently fully operational and that formal acceptance had been delayed until all works and testing had been completed. The report also included an overview of the enforcement, compliance and Environmental work, national workstreams and priority workstreams for the following six months.
	<b>Resolved</b> - Members noted the report.
<b>26.</b>	<b>NEIFCA HEALTH &amp; SAFETY POLICY &amp; SAFE WORKING PRACTICES 2025/2026 - REVIEW</b>
	Chief Officer presented a report to inform members of the completion of the sixth monthly review of the Authority's Health & Safety provisions. Since the last review in March 2025, there had been no notable incidents or accidents to report. Members were informed that officers were currently in the process of reviewing and updating the risk assessments and associated safe working practices to incorporate new equipment and working practices associated with North Eastern Guardian IV.
	<b>Resolved</b> - Members noted the report.
<b>27.</b>	<b>NEIFCA BYELAWS UPDATE</b>
	The Chief Officer presented a report updating Members on progress relating to the following byelaws which were made at a meeting of the Authority held on 1 December 2022:  <b><u>XXVIII Shellfish Permit Byelaw 2022</u></b> Since the making of this byelaw in December 2022, it had been subject to internal quality assurance, informal consultation and a wider formal statutory consultation which closed on the 27 October 2023. 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 had 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.

	<p><b><u>XXIX Humber Estuary Fishing Byelaw 2022</u></b></p> <p>This byelaw was submitted to Defra in February 2025 for formal confirmation, on the 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 were now being implemented.</p>
	<b>Resolved</b> - Members noted the report.
<b>28.</b>	<b>ANY OTHER BUSINESS</b>
	<p>Cllr Chance requested that the vacancy on the Staithes Harbour board be filled. The Clerk, Darrent Stevens thanked the Authority and its members for their time and efforts as it was the last meeting he would be attending as Clerk.</p>
	The meeting closed at 12:10pm

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