

NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

MEETING OF THE EXECUTIVE COMMITTEE

10 MARCH 2022 - DRAFT

<p>Present</p> <p>Dr Stephen Axford Mr Graham Collins Prof Mike Elliott Mr Gary Redshaw Councillor Ronald Allcock Councillor Tony Randerson</p>	<p>Representing</p> <p>Chairman MMO appointee MMO appointee MMO appointee North Lincolnshire County Council North Yorkshire County Council</p>
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Clerk Caroline Lacey, East Riding of Yorkshire, Stephen Chandler East Riding of Yorkshire Council and David McCandless, Chief Officer also attended the meeting.

The meeting took place at County Hall, Beverley, members also had the option to dial into the meeting via Zoom, the meeting commenced at 09:30.

21.	APOLOGIES
	Apologies for absence were received from Mr Andrew Wheeler.
22.	DECLARATION OF PERSONAL OR PREJUDICIAL INTERESTS
	Resolved – The Clerk 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.
23.	TO TAKE NOTES OF THE MEETING HELD ON 02 SEPTEMBER 2021 AS A CORRECT RECORD
	Resolved – That the minutes of the meeting held on 02 September 2021 be approved as a correct record and signed by the Chairman.
24.	NEIFCA ANNUAL PLAN
	The Chief Officer presented a report for members to review the Annual Plan for the year 2022/2023. The Chief Officer discussed with members the revision of the plan to include more local workstreams for the year ahead. Members were advised that the plan had been drafted before current world events that were likely to have an impact on budgetary pressures during the new financial year.. The Clerk proposed making some minor changes to the narrative within the draft plan to reflect NEIFCAs monitoring response to the Shellfish Mortality Incident. Members were asked to forward any further comments on the plan to the Chief Officer by the 25th March for consideration.
	Resolved - (a) The annual plan for 2022/2023 was reviewed.

	(b) Members authorised the draft of the accompanying annual report, summarising the Authority's main activities and outputs during the 2022/2023 year.
25.	INFORMATION GOVERNANCE & FEEDBACK SUPPORT SLA
	<p>The Clerk offered to excuse herself along with Stephen Chandler from the presentation of this report because of the potential conflict of interest. The chief and all members present were happy for both to remain present.</p> <p>The Chief presented a report to seek the Committee's urgent approval for the provision of information governance & feedback support through East Riding of Yorkshire Council with immediate effect until end of March 2024. The costs of this SLA would be met from current budgetary provisions. Members considered some of the detail within the draft SLA including the level of service anticipated and narrative surrounding intellectual property rights but approved the request.</p>
	Resolved – (a) Members noted the report (b) Members approved the provision
26.	REVENUE BUDGET 2022/2023
	<p>The Treasurer presented a report to inform Members of the draft budget for 2022/2023. Members were informed the 3% levy increase approved at the Authority Meeting in December 2021 had been incorporated into the budget. The supplementary budget for the ECDIS has been fully funded through the Patrol Vessel Maintenance Reserve and the European Lobster Settlement Project has been fully funded through an external source.</p>
	Resolved – (a) The draft budget for 2022/23 is approved (b) The level of general reserves is maintained at £228,450 (17%) of the annual levy
27.	BUDGET REPORT 2021/2022
	<p>The Treasurer presented a report to advise Members of the budget position at the end of month 09 (December) 2021/2022. At the end of December 2021, the Authority has net expenditure of £682,328 against an expected £775,971 underspending by £93,643. The forecast outturn underspend is £108,806 33, mainly due to employee underspends due to vacancies in the first half of the financial year (£104,849).</p> <p>It is anticipated that the outturn position will be an underspend of £108,806 in addition to the planned transfer of £102,900 plus accrued interest into the Renewals Fund and £10,000 into the Vehicle Replacement Reserve.</p> <p>Approval was requested to transfer £30,000 of the outturn underspend to the Patrol Vessel Maintenance reserve to fund the additional cost in 2022/23 financial year and for any remaining underspend to be transferred to the Renewals Fund towards the replacement of the patrol vessel.</p>
	Resolved – (a) The revenue budget monitoring position is noted. (b) That £30,000 of underspend at the year-end be transferred to the Patrol Vessel Maintenance Reserve to fund the cost of replacing the Electronic Charting Display and Information System (ECDIS) as outlined in paragraph 2.4. (c) That any remaining underspend at the year-end be transferred to the Renewals Fund towards the replacement of the patrol vessel.
28.	RISK MANAGEMENT STRATEGY & STRATEGIC AND OPERATIONAL RISK REGISTER REVIEW

	<p>The Clerk presented a report to inform members that in accordance with the Authority's Risk Management Strategy, a sixth monthly review of the Strategic and Operational Risk Registers has been undertaken and is reported for information.</p> <p>Considerations surrounding the impacts of the Covid-19 pandemic on operational risk remain at the forefront alongside more strategic risks associated with increasing national workstreams and replacing the Authority's main vessel. Increasing concerns surrounding unexplained shellfish mortalities locally have also been incorporated into the revised operational risk register alongside associated elevated risk surrounding negative publicity and compliance with FOI legislation. During February 2022 officers agreed a £262K contract to deliver a two-year project to examine larval settlement indices in partnership with the Holderness Fishing Industry Group. Associated risk surrounding the delivery of this contract has also been included within the revised registers. Members also considered developing risks following the commencement of the conflict in the Ukraine.</p>
	Resolved - That the revised Strategic and Operational Risk Register be reviewed in six months' time
29.	NEIFCA HEALTH AND SAFETY POLICY & SAFE WORKING PRACTICES 2022/2023
	<p>The Chief Officer presented a report to inform members of the completion of the Annual review of the Authority's Health & Safety provisions. Since the last review in September 2021 the Chief Officer was pleased to advise that there had been no notable incidents or accidents to report. Over and above the standard operational risk assessments and associated safe working practices, NEIFCA officers continued to respond rapidly to the unprecedented impacts and risks associated with the ongoing Covid-19 pandemic to both protect staff and comply with all current governmental advice. Alongside responding to Covid-19 the Chief Officer also highlighted additional Health and Safety work that had been completed in relation to the use of pots from North Eastern Guardian III and the active use of 'stab vests' during enforcement and control work.</p> <p>The Chief also reassured members that all staff are correctly trained in all aspects of their role and will continue to monitor this on a regular basis.</p>
	Resolved – Members noted the report.
30.	CHIEF OFFICERS REPORT & INVESTIGATION INTO SHELLFISH MORTALITIES
	<p>The chief officer presented a report to provide an operational update covering the period December 2021 to February 2022.</p> <p>The report focused heavily on NEIFCA operations in response to the Shellfish Mortality Incident and the workstreams involved in this presently and going forward.</p> <p>The chief highlighted that NEIFCA will be producing a resourced forward plan. Elements of that plan will include a desk top review of monthly shellfish catch and effort returns supplemented by further data from the MMO; the completion of questionnaires at the point of landing in key ports; observer trips with fishing vessels operating in the affected area; working pots from NEG III at stations within the affected area and deploying baited and fixed underwater cameras. The resulting analysis and findings from the Authority's work will be incorporated into a report for further consideration.</p> <p>The Clerk recommended that the Science and Advisory Group meet more frequently from April 2022 to receive regular updates on the planned work and provide guidance and oversight to both officers and the wider membership. The Science Advisory Group would then provide updates on the work through the Executive and Authority meetings.</p>
	Resolved – (a) Members noted the report

	(b) Science and Advisory Group Meeting dates to be arranged in advance
31.	ANY OTHER BUSINESS
	Nothing to report.
	The meeting closed at 11.20am

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