

# NORTH EASTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

## MEETING OF THE EXECUTIVE COMMITTEE

07 MARCH 2024

**Present**

Prof Mike Elliott  
Mr Graham Collins  
Councillor Stephen Harness

**Representing**

Chairman  
MMO appointee  
North East Lincolnshire Council

Clerk Darren Stevens, East Riding of Yorkshire Council, Treasurer Stephen Chandler, East Riding of Yorkshire Council and David McCandless, NEIFCA Chief Officer, also attended the meeting.

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

77.	<b>APOLOGIES</b>
	Apologies for absence received from Cllr Chance, Gary Redshaw and Andrew Wheeler
78.	<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.
79.	<b>TO TAKE NOTES OF THE MEETING HELD ON 30 MARCH 2023 AS A CORRECT RECORD</b>
	<b>Resolved</b> – That the minutes of the meeting held on 1 November 2023 be approved as a correct record and signed by the Chairman.
80.	<b>NEIFCA ANNUAL PLAN 2024/2025</b>
	The Chief Officer, David McCandless presented a report for members to review the Annual Plan for the year 2024/2025. The Chief Officer discussed with members the ambitious local plans for the year ahead. The main plans include the replacement of the main patrol vessel and the development of the new byelaws. Comments on the framework of the plan were requested from members by the end of March.
	<b>Resolved</b> - (a) The annual plan for 2024/2025 was reviewed.
81.	<b>BUDGET REPORT 2023/2024</b>
	The Treasurer presented a report to advise Members of the budget position at the end of month 10 (January) 2023/2024.

	<p>At the end of January 2024, the Authority has net expenditure of £905,787 against an expected £1,083,565 underspending by £177,778. The forecast outturn underspend is £198,658, mainly due to underspends on employees relating to vacancies and additional Defra 'grant in aid'.</p> <p>The recommendations reported by the treasurer are that £100,000 of the forecast underspend at outturn is transferred to the Renewals Fund and ringfenced to support the proposed build and commission of a new 6m open Rigid Inflatable Boat (RIB) alongside any further 'grant in aid' received for the current 2023/24 financial year. £48,864 of the underspend is used to increase the Patrol Vessel Maintenance reserve to £50,000, with an additional £38,689 being transferred to the reserve to be used to fund ongoing critical operational works on the Protector III and that the balance of any remaining underspend at outturn be transferred to the Renewals Fund.</p>
	<b>Resolved</b> – (a) The revenue budget monitoring position is noted.
<b>82.</b>	<b>REVENUE BUDGET 2024/2025</b>
	<p>The Treasurer presented a report to provide Members with a detailed operational budget for 2024/2025. The 11.5% levy increase approved at the Authority Meeting on 8 December 2023 has been incorporated into the budget, along with increases to reflect the impact of a 2024/25 pay award on employee budgets. The Authority approved to phase in the increase to the levy required to fund the cost of an annual finance lease with East Riding of Yorkshire Council from 2025/26 to fund the build and commission of a new Fisheries Patrol/Research vessel. It is proposed that the resulting £89,540 additional funding in 2024/25 is transferred to the Renewals Fund to be used to support the vessel replacement project. In addition, a review of individual budget lines has been undertaken to ensure they are set at an appropriate level within the existing budget.</p>
	<b>Resolved</b> – (a) The draft budget for 2024/25 is approved (b) That the level of general reserves is maintained at £228,450 (15%) of the annual levy.
<b>83.</b>	<b>RISK MANAGEMENT STRATEGY &amp; STRATEGIC &amp; OPERATIONAL RISK REGISTER REVIEW</b>
	<p>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.</p> <p>Currently, primary identified risk areas relate to resourcing and service delivery associated with the sale of North Eastern Guardian III (NEG III) and the management of associated staffing vacancies and resources although these are considered medium to low risk. Uncertainties still surround the level of income that might be generated through the sale of NEG III which will influence the setting of the revenue budget for the 2025/2026 financial year although some provision for that has already been included within the 2024/2025 revenue budget.</p>
	<b>Resolved</b> - That the revised Strategic and Operational Risk Register be reviewed in six months' time
<b>84.</b>	<b>HEALTH &amp; SAFETY POLICY &amp; SAFE WORKING PRACTICES 2024/2025</b>
	<p>The Chief Officer presented a report to inform members of the completion of the Annual review of the Authority's Health &amp; Safety provisions.</p> <p>Since the last review, the Chief Officer was pleased to advise that there had been no notable incidents or accidents to report whilst staff have been working and all are currently fit and well.</p> <p>The only change in the draft provisions presented to members for 2024 relates to the downgrading of the potential risk of a stabbing incident occurring at Sunderland from possible to remote. This risk level has now fallen into line with the wider NEIFCA district which requires the voluntary wearing of 'stab vests' where officers consider that there is a specific threat or need to do so based on the particular circumstances that they are facing.</p>

	<b>Resolved</b> – Members noted the report.
<b>85.</b>	<b>NEIFCA BYELAW UPDATE</b>
	<p>The Chief Officer presented a report to inform Members on progress with the following byelaws which were made at a meeting of the Authority held on 1 December 2022:  XXVIII Shellfish Permit Byelaw 2022  XXIX Humber Estuary Fishing Byelaw 2022</p> <p>In line with the statutory process the draft byelaw regulation and supporting documentation were sent to the Marine Management Organisation for a Quality Assurance assessment on 11 January 2024 with a recommendation that it be further considered for formal confirmation by Defra. This process is still on going.</p> <p>The Chief Officer also discussed the next steps to the Emergency Beam Trawling Byelaw, with work ongoing to make this official within the 18 month statutory period.</p>
	<b>Resolved</b> - Members noted the report.
<b>86.</b>	<b>CHIEF OFFICERS OPERATIONAL UPDATE</b>
	<p>The Chief Officer, David McCandless provided members with an operational report covering the period December 2023 to February 2024. A large focus on a local level being the new vessel development and the sale of NEG III. National workstreams are dominated by the introduction of fisheries management plans and the role NEIFCA play in this.</p>
	<b>Resolved</b> - Members noted the report.
<b>87.</b>	<b>PROVISION OF SERVICES TO NEIFCA</b>
	<p>The Chief Officer presented a report to seek the Committee’s urgent approval for a short, three-month extension to the provision of services to NEIFCA including Clerkship and Secretariat, Treasurer and financial services, Human Resources and Legal services through East Riding of Yorkshire Council with effect from 1 April 2024 until 30 June 2024. Members approved the extension, and the Clerk recommended the Treasurer should lead on the review of the new SLA agreements.</p>
	<b>Resolved</b> – (a) Approval for the extension to the provision of services is granted (b) That the provision of services be reviewed again by the Authority at its June 2024 meeting.
<b>88.</b>	<b>ANY OTHER BUSINESS</b>
	No items raised.
	The meeting closed at 11.40