

NWIFCA Annual Meeting
20th June 2019: 11.00 a.m.

AGENDA
ITEM
15

MEETING DEFRA SUCCESS CRITERIA. Q4 ANNUAL PLAN 2018-19
QUARTERLY MONITORING TO END MARCH 2019

Purpose of Report: To report progress against the annual plan to March 2019

Recommendations: Receive the report

Background

1. Defra has set 5 success criteria and performance indicators as in the table below against which IFCA are asked to monitor outputs. The monitoring reports are brief to avoid duplication. They should be read with reference to the full information on all the work done set out in the circulated reports for Authority and Committee meetings.

Action from March meeting

2. There were no actions from the March meeting in relation to this plan.
3. The success criteria and indicators are updated to end March 2019.

CEO
10th June 2019

Defra Success Criteria and indicators (revised 2015)	Tasks					Lead Officer
Success Criterion 1: IFCA's are recognised and heard, balancing the economic needs of the fishery whilst working in partnership and engaging with stakeholders		Q1	Q2	Q3	Q4	
SC1A: The IFCA will maintain a database of stakeholder contacts reviewed and updated by 31 March each year.	NWIFCA will maintain an up to date stakeholder database from which permit schemes will be operated to be reviewed by 31 March 2019.	Further development planned to improve data management - next step to meet with service provider LDNP	Database used continuously for permit management. Ongoing Byelaws 26 + 27, 30, CSFC 26 and start of byelaw 3 renewals this quarter. Prep for vessel commissioning July 25 th .	Ongoing - database for permit holders. Work on new stakeholder database for submissions from the site to begin in q4	Ongoing - entries updated with permit applications. Site submissions db not yet functional may take to LDNP.	AG
SC1B: The IFCA will review its communication strategy and implementation plan by 31 March each year.	Review communications strategy by 31 March 2019.	Ongoing	Ongoing see notes in CEO report	Ongoing	Ongoing - Social media posts not as frequent as would like but need content.	AG
SC1C: The IFCA will review website by the last working day of each month.	Content will be developed and the website monitored.	Done and Ongoing -	Done and Ongoing. News and info posted. Checklist developed to evidence news and info postings. Minor updates to the assets section. History, & recreation sections to be developed..	Ongoing - posts uploaded to website on a timely basis. Monthly checklist stored in digi comms folder which includes wiping of online form data.	Checks recorded on spreadsheet. Positive feedback received. Implemented changes from feedback from b3 permit holder.	AG
SC1D: The IFCA will ensure website meets the objectives of its communication strategy, by 31 March.	New website will be assessed against the Communications strategy by 31 March 2019.	Ongoing	Done and ongoing	History section Timeline implemented. Main patrol vessel history under development using SB's vessel report. Angling section under development..	Angling section posted under fisheries section. Useful contacts underway.	AG
SC1E: The IFCA will review all Memoranda of Understanding by 31 March each year. Will be plans in place to update MoUs to agreed timescales	National MOU are in place with NE, EA, Cefas, MMO. Reviews of MOU are national tasks led by the AIFCA working with appointed reps of NE, EA, Cefas and MMO. National MOU are outside scope of each IFCA.	Done. No updates planned.	Done. No updates planned	Done. No updates planned	Done. No updates planned	SA
SC1F: By 31 March each	NWIFCA will contribute to	Done and ongoing.	Done and ongoing. Minutes	Done and ongoing.	Done and ongoing.	SA

year IFCA will participate proportionately and at the right level of delegation, in regional and national fisheries and conservation activity identified in the annual plan.	relevant activity as required and within available resources. Bodies active in 2018: IFCA Chief Officers Group (COG), Association of IFCA, National Intelligence & Marine Enforcement Group (NIMEG), IFCA Technical Advisory Group (TAG), Defra policy meetings, Regional coastal fora (e.g. Solway Firth Forum, North West Coastal Forum, Celtic Seas Forum, Irish Sea Forum, Dee Estuary Committees.	Minutes and notes available for meetings attended on request.	and notes available for meetings attended on request.	Minutes and notes for meetings attended will be supplied on request via the Carnforth Office if available..	Minutes and notes for meetings attended will be supplied on request via the Carnforth Office if available. Senior Scientist appointed secretary of TAG. Head of Enforcement appointed Chairman of NIMEG	
Success Criterion 2:IFCAs implement a fair, effective and proportionate enforcement regime		Q1	Q2	Q3	Q4	Lead
SC2A: The IFCA will ensure its enforcement risk register and strategy are published and available on its website from 1 April each year.	Review Enforcement strategy by 1 April 2019. Risk registers reviewed by the Authority in December and by external auditors around May June. Risk based enforcement will continue.	Done and Ongoing	Done and ongoing	Done and ongoing. .Risk registers seen by Auditors in September18	Done and ongoing	JM
SC2B: The IFCA will demonstrate in Annual Reports work with other regulators to achieve consistent quality, application and enforcement of management measures.	Annual report 2017-8 to be published Autumn 2018 and sent to the Minister. Joint working to achieve consistent quality, application and enforcement of management measures will be reported.	Data collection in progress	Done and ongoing. Data collection for 2017-8 report in progress.	Report signed off at December 18 meeting.	No action to report.	SA/JM
SC2C: Record enforcement activity in a standard format, provide to NIMEG and publish on its website.	Enforcement activity reported in quarterly reports and on website. Data to be stored on NWIFCA intelligence management system and reported to NIMEG.	Done and Ongoing	Done and Ongoing	Done and Ongoing	Done and Ongoing	JM
SC2D: The IFCA will adopt the national Code of Conduct for IFCOs, which will be reviewed annually and published on its website by 1 April each	Code adopted by NWIFCA in 2012 and applied consistently; (see Enforcement strategy). Annual review is a national task.	Being implemented through NIMEG	Done and ongoing through NIMEG	Done and ongoing through NIMEG. Last meeting 13-11-18.	Done and ongoing, Last meeting March 2019	JM

year.						
SC2E: The Code of Conduct for IFCOs is reflected in work objectives and annual appraisals for all Warranted Officers.	New IFCOs trained to comply with code. Performance assessed and monitored by the Head of Enforcement and discussed in annual appraisals. Training to be kept up to date.	Implemented through training strategy. Further development by towards common national approach ongoing by NIMEG	Ongoing	Done and ongoing through NIMEG. Last meeting 13-11-18.	Done and ongoing, Last meeting March 2019	JM
SC2F: Warranted Officers attain accreditation. All undertake Continuing Professional Development (CPD).	The Authority will contribute to development of accreditation scheme. Mandatory training of all IFCOs to be maintained to nationally agreed standards. All IFCOs to receive CPD to meet needs. Training register to be maintained. Training in-house, jointly with partner agencies or purchased from external providers to be reviewed. Training objectives to be identified in job reviews.	Two officers continuing accreditation training. Training register maintained and courses reviewed regularly	Officers continuing with the National Accreditation scheme. Head of Enforcement has been appointed as an assessor.	Ongoing	Ongoing All IFCO's achieved certification in advanced interview techniques and enforcement practices in March 2019 after a two day course. This counts towards the new IFCA officer training programme.	JM
Success Criterion 3: IFCA's use evidence based and appropriate measures to manage the sustainable exploitation of sea fisheries resources and deliver marine environmental protection.		Q1	Q2	Q3	Q4	Lead
SC3A: IFCA will record site-specific management considerations for Marine Protected Areas (MPA) and report progress to the Authority	Government MPA policy will be implemented subject to resources. The NWIFCA MPA Monitoring and Control Plan will be implemented. Management of MPA will be reviewed in collaboration with other regulators. A Byelaw for management of Tranche 2 West of Walney MCZ will be progressed with MMO.. Management of Tranche 3 MCZ may be developed if required. NWIFCA will assist planning of management measures if needed. Decisions will be based on	MPA Monitoring and Control Plan adopted by TSB, and review of HRAs on-going.	Review of MPA assessments on-going site by site. IFCO sightings data under analysis to inform bait collection HRAs.		Review of MPA assessments on-going site by site under the MPA Monitoring and Control Plan. Bait collection data analysis and mapping underway using IFCO sightings data and recreational angling stakeholder responses to online questionnaire.	MK

	best available evidence.					
SC3B: IFCA will publish data analysis and evidence supporting new management measures, on its website.	Data and evidence to be compiled in Impact Assessments for new measures posted on website. Stakeholders to be consulted before introduction. Impacts of new measures to be assessed from survey and enforcement data and reported	Impact Assessments for new byelaws approved by Defra	Byelaws and other regs with IA in prep: 1. Cockle and Mussel permit; 2. Potting permit 3. Netting permit; 4 Whelk derogation.	Ongoing but Whelk derogation considered not feasible. Whelk regs to be incorporates into potting byelaw.	IA drafted for Cockle and mussel permit byelaw 3 review. All relevant Authority committee and sub-committee reports published on website.	SA, JM, MK
SC3C: Management information (e.g. sampling and/or survey results) will be collected periodically after new management measures have been implemented, to demonstrate their effectiveness.	Post implementation survey jointly with partners will inform ongoing fisheries management and effectiveness of new measures. Results will be reported to Authority and on website. Inspection and enforcement data will inform the Authority of the effectiveness of measures.	St Bees Code of Practice for netting – regular monitoring for compliance. Joint survey with RSPB using NWIFCA vessel. Cockle and mussel survey post fishing provides confidence in management approach.	On-going and to be further developed using survey capacity of North Western Protector.	Ongoing	On-going.	MK
SC3D: IFCA will develop criteria-based management options, explained to stakeholders through the website, and reviewed annually by 31 March.	New management measures will be developed after assessment of options against criteria defining objectives.	Byelaws in development. See byelaws section in CEO report.	Byelaws and other regs with IA in prep: 1. Cockle and Mussel permit; 2. Potting permit 3. Netting permit; 4 Whelk derogation.	See SC3B	See SC3B	JM / MK
SC3E: New IFCA management measures selected for development and implementation are delivered within agreed timescales	The byelaw review follows agreed priorities (Table 3). Priorities may change according to risk. Byelaw development will follow Defra guidance.	3 byelaws in prep (See CEO report	Byelaws and other regs with IA in prep: 1. Cockle and Mussel permit; 2. Potting permit 3. Netting permit; 4 Whelk derogation.	See SC3B	Byelaw priorities to be reviewed at TSB in May	SA / MK / JM
SC3F: The IFCA will include shared agreed objectives and actions from Fisheries Management Plans in its own Annual Plan, published by 31 March each year.	Objectives from plans such as cockle and mussel plans approved by bivalve working groups will be included in the Annual Plan.	Cockle and mussel plans in draft. Some sections to be completed. BMWG meetings facilitate agreement over management	Plans incomplete and in use as drafted. 3 Meets BMWG this quarter.	Ongoing. Plan 2019-20 in prep.	Science plan 2019-20 included in NWIFCA draft annual plan 2019-2020 agreed at March 2019 meeting.	MK
SC3G: Progress made in	Cockle and mussel	Ongoing. HRA	Ongoing New HRA requested	HRA in prep. Small	Development of	MK

relevant Fisheries Management Plans including Maximum Sustainable Yield commitments, will be noted in the IFCA's Annual Report	management plans and priority byelaws to be further developed in 2017-18. Science team will plan development of species management plans within available resources	done for all new fisheries.	by Defra for recreation activities (bait collection) in prep.	North Morecambe Bay cockle fishery opened. HRA approved.	requirement for specific landings returns forms from permit byelaws to improve data collection to inform fisheries management.	
Success Criterion 4: IFCA's have appropriate governance in place; staff trained and professional						
SC4A: The IFCA will publish a Plan on its website by 31 March each year, setting out the main objectives and priorities for the next financial year. A copy will be sent to the Secretary of State.	Annual plan is scheduled for publication by end March 2018 year and sent to SoS. Plans include objectives and priorities under criteria set by Defra and local priorities.	2018-9 plan approved at March 2018 meeting	Done and ongoing. Plan reviewed at June 18 meeting	Plan reviewed September meeting. Monitoring for December in prep.	2018-9 plan reviewed at March and June 2019 meetings	SA
SC4B: After the end of each financial year, the IFCA will publish a Report on its website describing its activities, performance and a summary of audited financial information in that year, by 30 November. A copy will be sent to the Secretary of State.	2017-8 Annual report to be published by 30 November 2018. Activity in the year and audited financial information will be included.	Data collection for report underway.	Done and ongoing. Data collection for 17-18 report underway	2017-18 report complete draft ready for sign-off at December 18 meeting.	2017-18 report approved at NWIFCA meeting December 2018.	SA
SC4C: IFCA staff will have annual performance management plans in place. Annual appraisals for <u>all</u> staff will have been completed by 31 May each year	Job plans for 2018-19 to be issued. Job Reviews for 2017 -18 to be completed 31 May 2018.	Job plans in place. Appraisals in progress	Done and ongoing. Few 17-18 appraisals to be signed off.	17-18 job reviews complete	No further action. 2018-19 job reviews to be commenced in April 19.	SA, MK, JM
SC4D: An efficient secretariat of IFCA staff support IFCA Authority meetings which are held quarterly and are quorate. Meeting documentation will meet Standing Orders.	An efficient secretariat is in place. Documentation will be produced and meetings will continue to be run in line with Standing Orders.	All meetings in line with standing orders	Done and ongoing. All meetings in line with standing orders	Done and ongoing. All meetings in line with standing orders	Done and ongoing. All meetings in line with standing orders.	SA
SC4E: The IFCA will show, in Annual Report, how marine, land and water management mechanisms	Targets for Marine Strategy and Water Framework Directives will be delivered as directed by EA.	Ongoing	Done and Ongoing. See science report	Done and Ongoing. See science report	Done and Ongoing. See science report	MK

in the District have worked responsively and effectively together.						
Success Criterion 5: IFCA's make the best use of evidence to deliver their objectives						
SC5A: The IFCA will show progress towards identifying evidence needs by publishing a research plan each year.	Research plan 2018-19 (Table 5) shows current projects, future proposals subject to resources and outline survey programme to be adjusted as required. Collaboration with Universities other agencies NGO and industry to be developed.	Discussion with universities and industry on-going	Done and ongoing. See science report.	Done and ongoing. See science report.	Done and Ongoing. See science report	MK
SC5B: The IFCA will publish a research report annually that demonstrates how evidence has supported decision making.	All science work to be reported at quarterly meetings showing how evidence is used to support decision making. A summary to be included in Annual Report.	Detailed reporting on-going	Done and Ongoing. See Science report	Done and Ongoing. See Science report	Done and Ongoing. See science report	MK
SC5C: The IFCA's contribution to Technical Advisory Group (TAG) and progress towards a national evidence needs programme will be recorded in the IFCA's Annual Report.	NWIFCA will continue contributions to national programmes and report to the Authority.	Engagement with national programmes on-going	Done and ongoing. See Science report	Done and Ongoing. See Science report	Done and Ongoing. See science report. NWIFCA hosted TAG conference and Senior Scientist taken on Vice-Chair role.	MK