

**Devon and Severn Inshore Fisheries and Conservation Authority**

**Quarterly Report for the Period Ending February 2019**

**Acting Chief Officer Mat Mander**

**General Situation**

Once again, the quarterly report documents the range and quality of the work delivered by the Authority and its team of officers. The ability of the Authority and its officers to continue to deliver its statutory duties depends greatly on the future funding support it receives both from the constituent Local Authorities and Defra. During the quarter officers and Members continued to use every opportunity to highlight the importance of the Authority securing future Defra funding and exploring more effective ways to deliver that support.

The AIFCA organised Marine Protected Area (MPA) event was a high-profile opportunity to celebrate the work undertaken by IFCAs and in particular the work carried out by D&S IFCA. Following the considerable amount of work, nearly 200 Habitat Regulation Assessments and MCZ Assessments carried by the Environment team, 58 specific management measures have been introduced for MPAs in the District.

Taking delivery of the new patrol vessel, FPV DAVID ROWE, provided a considerable boost to the enforcement team and early patrols immediate showed the much superior sea keeping qualities of the vessel and the benefits afforded to the crew by the wheelhouse. In 2018, 41 investigations were undertaken by the four enforcement officers. This is a significant workload for the team as many of the investigations are complex and require considerable time and effort to complete. The Authority have been notified that the Master and Owner of the fishing vessel STELLA MARIS OF NEWQUAY PH97 have appealed the Magistrates' convictions and sentencing. A pre-trial hearing has been arranged for 22<sup>nd</sup> March in Plymouth Crown Court in preparation for the appeal.



**Environment Overview (Dec 2018-Feb 2019)**

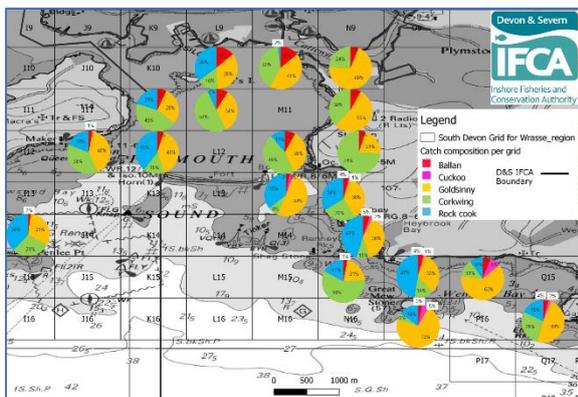
**Deputy Chief Officer Sarah Clark**

During the winter months the Environment Team has been involved in a huge amount of analysis of data for the wrasse fishery, angling zones and bait digging surveys. Whilst the number of days out surveying was limited, officers have devoted their time to completing as much of this analysis and report writing as possible. HRAs and Monitoring and Control Plans have been produced and further work is still on going. Policy development and project work, that the IFCA is involved, have also taken up much of the team’s workload this quarter.

**Finfish Research and Management**

*Wrasse*

Officers presented the results of the analysis of the Live wrasse fishery data, collected during the 2018 fishery, to the D&S IFCA Byelaw and Permitting Sub-Committee in November 2018. The results of this work were used to highlight any changes in Catches and Landings per Unit Effort (CPUE and LPUE respectively) and determine whether any changes in management measures were needed. The result showed that there was a decline in LPUE but not CPUE. The Sub-Committee agreed that further detailed analysis should be undertaken to determine the cause of these differences. Sarah Curtin and Libby West, members of the Environment



team, have worked extremely hard on the analysis of the data since October 2018 and have received two days of bespoke statistics training, using the ecological programming language R to undertake the further analysis of the Live Wrasse Fishery data. A further report has been produced and will be discussed at the Byelaw and Permitting Sub-Committee in February 2019 to confirm that agreed management of the wrasse fishery in 2019 is based on best available evidence.

## Bass

The Plymouth University team have made excellent progress with the bass PhD, and this was showcased in a meeting at the D&S IFCA offices. Data from acoustic arrays deployed as part of the I-BASS project are now being collected and analysed and early results show the systems to be working extremely well. Timelines and goals, as well as the scope of the PhD, were discussed and agreed with the Acting Chief and Deputy Chief Officers. A manuscript authored by Thomas Stamp, the PhD student, was reviewed, prior to submission to an ICES Journal of Marine Science special issue on recreational fisheries.

Conversations with the Seabass Fisheries and Conservation UK team have resumed, with a meeting planned for April to review the initial findings of the first round of workshops with fishermen, anglers and scientists. Data storage tagging of bass did not happen in 2018 as planned due to Cefas availability. It is hoped it will take place in summer 2019.



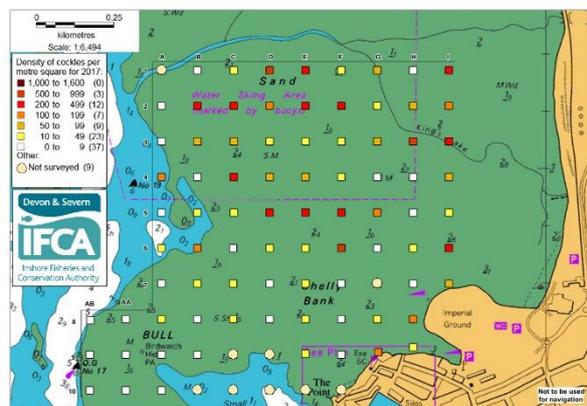
### *Review of methodologies to assess loss of early life stages of fish from entrapment in MPAs*

D&S IFCA has been contributing to the steering group for this Defra Impact and Evidence Group (IEG) funded review project. The outcomes of this project are directly relevant to understanding the impacts of abstraction from estuaries by nuclear power stations, and to a lesser extent, other coastal developments. The project is still at the scoping/ methodological development stage, but it is hoped the outputs will inform future EIAs and HRAs for new nuclear developments.

## Shellfish Research and Management

The Exe Estuary cockle survey was completed by officers from the Environment and Enforcement teams. The data gathered for the cockle surveys on the Exe and the Teign Estuaries will be analysed over the next quarter and a report will be published on completion

Several days were spent onboard the Offshore Shellfish Ltd.'s harvesting vessel, the Holly Mai, in Lyme Bay. This was to witness water and mussel samples taken by the company to be tested by Torbay Environmental Health Officers. This is ongoing work, which the IFCA is assisting with.



Further information was compiled relating to whelk riddle spacings and the estimated proportion of the retained catch which would be undersize versus the number of sizeable whelks which could be lost at different spacing intervals. This information will serve as guidance only to aid members of the industry in determining their riddle sizes. The IFCA is not specifying which riddle spacings should be used.

As a follow-on from the call for information on spiny lobsters at the end of last year, several meetings have been held with researchers and other IFCAs to discuss the possible research needed to aid the management of the spiny lobster fishery in the south west. A workshop is

currently being organised for mid-April to bring together fishers, scientists, NGOs and managers to discuss the opportunities and research requirements to understand the population structure, stocks, movements and morphometrics of the species, all of which will help inform management.

### **Other Research**

Trips were made with a member of the enforcement team, and the chief operations officer of Applied Geonomics to deploy and recovery equipment to take water samples. Environmental DNA (eDNA) analysis of the samples are being undertaken by Applied Geonomics as part of an on-going project with Natural England. Three sites were sampled between Torbay and the Dart Estuary, which represented three different habitat types- reefs, mud and kelp.



### **Pioneer Programme**

D&S IFCA officers met with the Blue Marine Foundation to discuss the fisheries projects of the Pioneer programme. The Bristol Channel Herring project has collected two samples of herring from both Minehead and Clovelly. Swansea University is now undertaking morphometric and genetic analysis to understand whether fish in the Bristol Channel constitute a separate stock. Researchers at Swansea University have confirmed that the herring caught at both locations were spawning. The Blue Marine Foundation and D&S IFCA will now develop the next steps of this project to identify and map the location and habitat of the spawning areas.

The steering group met in January to discuss the next steps of the project as the co-ordinator of the Pioneer programme will now largely be dedicated to delivering an EMFF project to produce a Marine Natural Capital Plan for the Pioneer area. A further fisheries telecom was held to discuss the Natural Capital Asset and Risk Register which is being compiled by staff at the Marine Institute, Plymouth University and funded by SWEEP and WWF-UK, as well as the Fisheries Research and Management Plans and Fishers Science Management partnership which are being developed. An update was also given by Adam Rees on the Herring Project.

### **Marine Protected Areas**

MCZ assessments were finalised for Bideford to Foreland Point MCZ, and Hartland Point to Tintagel MCZ. Monitoring and Controls Plans were also finalised for these sites. These have been sent to NE for comments.

Following Defra's revised approach to the management of commercial fisheries in European Marine Sites, further analysis of bait digging and hand working data is being completed and activity reports are being prepared for several MPAs in the district. A large portion of this quarter has been spent analysing the data collected by IFCA officers on bait digging effort within the Plymouth Sound & Estuaries SAC. Tamar Estuaries SPA, Tamar Estuary MCZ, Exe Estuary SPA, Severn Estuary SAC and SPA, and the Torbay MCZ. The analysis will identify key locations, activity levels and primary species targeted. Reports are being produced up to include the analysis results for each site. These will be used to inform HRAs and MCZ assessments for these activities in these sites, and form part of the IFCA's review of management of hand-working activities.

Work is being carried out to update the Torbay MCZ assessments for towed gear on mud. This is due to management being brought in for the scallop dredging and new evidence for towed demersal gear. A Monitoring and Control Plan is being produced for towed demersal gear. The assessments for the interaction of cuttle pots and nets on seagrass within the Torbay MCZ are also being updated. Monitoring and Control Plans are being worked on for these interactions.

DCO Clark attended an event to showcase the Marine Protected Area work undertaken by the IFCAs. The event took place in the Houses of Parliament. D&S IFCA produced an MPA banner highlighting the work officers had undertaken. There were several presentations promoting the achievements of the IFCAs given by Scott Mann – MP for North Cornwall; Neil Hornby – Marine and Fisheries Director Defra; Tony Tomlinson – Chair of the AIFCA; Stephen Bolt – CEO AIFCA and Simon Pengelly – MPA Project Lead Southern IFCA.

**Marine Protected Areas**

Devon & Severn IFCA  
Inshore Fisheries and Conservation Authority

- 10 European Marine Sites
- 4 Tranche 1 MCZs
- 2 Tranche 2 MCZs
- 6 recommended Tranche 3 MCZs
- 1,881km<sup>2</sup> of MPAs
- 42% of D&S IFCA's district is currently covered by MPAs
- 58 management measures have been introduced restricting activities in MPAs

**Research**

- Deep ocean video, side scan sonar and camera systems are used to ground truth habitats, such as reefs and seagrass and the impact of fishing activities on them.
- Modern technology such as drone (UAV) are used on the intertidal zone to assess the level of bait collection.
- Evidence gathering on protected species such as shell and spiny lobster also assesses the right management is put in place.
- Work has been done in collaboration with Cifra, Academia, Natural England, Environment Agency and the fishing industry.

**MPA Assessments**

These are carried out to assess the impact of commercial fishing activities on the habitats and species that are protected under the MPA designations. D&S IFCA has undertaken almost 200 assessments covering 1,710 interventions of fishing gear on MPA features.

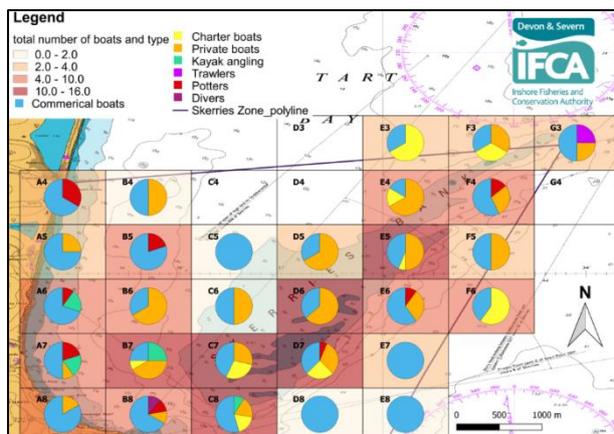
**Management**

The MPA assessments inform the management of fishing activities in MPAs. D&S IFCA has introduced flexible and adaptive Permitting Systems for Mobile Gear, Dredging, Netting and Diving in its district. Permit conditions manage activities in time, space, with technical gear and landing size restrictions. Many of these measures have been introduced to protect sensitive habitats and species.

**Vessel Monitoring Systems**

D&S IFCA has embraced innovative new technology by introducing Vessel Monitoring Systems to all the mobile fishing vessels cover 6,590m operating in its district, through its Mobile Fishing Permit System. Effective monitoring using these systems will safeguard MPAs where sensitive features have been protected from the impacts of demersal gear.

## Angling Zones



The Skerries Bank Angling Zone data have been analysed and a first draft report has been compiled. This report will help improve any perceived conflict between the recreational sea angling and commercial angling sectors and other commercial fishing activities, as well as inform the IFCA on any additional management required for the zone.

## Severn Estuary & Bristol Channel Research, Advocacy and Governance

There have been no Marine Technical Forums for Hinkley Point C this quarter. A meeting was held with new Authority MMO Appointee David Saunders, who has joined the D&S IFCA nuclear working group, to update him on the role of the group and to discuss the involvement of the IFCA in matters relating to nuclear new builds and water abstractions from estuaries.

A Hinkley Point C community forum meeting at Bridgwater College in Cannington was attended as further announcements were made about EDFs plans to not install Acoustic Fish Deterrents. Both the Environment Agency and EDF will be running public consultations from mid-March through to mid-May relating to application for a Material Change to the Development Consent Order and permits. An announcement was made that EDF would hold 3 drop-in sessions in Cannington, Bridgwater and Stogursey as part of the consultation.



#### *Severn Estuary Ecological Research Forum (SEERF)*

D&S IFCA organised and chaired the second meeting of the Severn Estuary Ecological Research Forum (SEERF) at the Environment Agency offices in Bristol. What started as a small number of individuals working on similar projects in the Severn Estuary has now increased to a dynamic group of researchers from academic, regulatory and commercial backgrounds, all interested and actively conducting or commissioning research on Severn Estuary fish or habitats. Five presentations were given on research findings and the group has requested a two-day meeting is held soon to further some of the discussions and develop new projects and collaborations.

#### **Aquaculture**

The developer of the proposed seaweed farm in Start Bay has now submitted a licence application with the MMO. The application is for a trial study to install and monitor the growth of native seaweed species, to test the feasibility of seaweed farming and to gather data. IFCA officers will be responding to the consultation which closes on 11<sup>th</sup> March 2019.

#### **Dispensations**

Two dispensations were issued this quarter. One was for the annual trawl surveys undertaken on board the RV Sepia by the Marine Biological Association. The other was for a dispensation from D&S IFCA Diving Permit Byelaw conditions to collect some scallops during the closed season as part of a Plymouth University student project.

#### **Policy Development**

Two meetings of the Defra sustainable fisheries and ecosystem approach working group was attended and further work inputting into various exercises has taken place throughout this quarter. The work of this group is currently not publicly available.

Cefas and the Marine Management Organisation (MMO) held a meeting about Essential Fish Habitat (EFH) in London to sense-check some outputs from some modelling work Cefas have been undertaking. The vision is for the EFH maps to assist decision making for the marine licensing regime and to inform marine planning. Unfortunately, the underlying data feeding

into the maps currently make them unable to predict EGH in inshore and estuarine areas. D&S IFCA will continue to feed into this work as EFH is an important component of delivering the Ecosystem Approach.

The Welsh Marine Planning Decision Makers Group held a workshop that D&S IFCA attended via telecon. The purpose of the workshop was to help shape the implementation phase of the Welsh Marine Plan, which is currently still in draft form.

The South West Marine Plan Policy Development workshop was attended in February 2018. The South West Marine Inshore Marine Plan covers an area of approximately 2,000 km of coastline stretching from River Severn border with Wales to the River Dart in Devon. The workshop was an opportunity for stakeholders to discuss the draft policy statements and the supporting text for policies, including those on the implementation of the plan.

## Meetings

The first UK Scallop Management Conference was attended in London. The conference was held to bring together, industry leaders, fishermen and fisheries managers to discuss what the future management of king scallop fisheries in the UK could look like. Knowledge and experiences of scallop and other relevant shellfish management systems from around the world were shared to bring about discussion of how to better manage UK scallop fisheries. The outputs from the conference will be brought together by the organisers and then the next steps will be discussed.



Officers have regularly attending fishermen's association meetings to update the members on research and management changes.

Project UK Crab and lobster Fishery Improvement Plan (FIP) steering group meeting was attended this quarter. D&S IFCA supervised a master's student to investigate the bycatch of the crab and lobster fisheries in the south west to support the FIP. The results of this work were presented at the group and discussions were had on management options and development of harvest control rules for the fisheries.

The Coastal Futures Conference was attended by the DCO. This very interesting two-day event brought together a wide range of stakeholders and an array of presentation on all marine and coastal matters. Presentation included: development of marine indicators for the 25 YEP; MCZ designations; Natural Capital thinking; Marine Pioneer and Social Capital; plastic pollution; Crown Estate wind farm leasing; wave and tidal energy; Environmental Net Gain; Biospheres; AIFCA update; IFCA MPA project; sustainable scallop fisheries; whole site approach to managing fishing activities.

The Thunnus UK meeting was attended by the ACO and DCO in Falmouth towards the end of January. The event was organised by Exeter University and Cefas and was undertaken to share the findings of the first year of research on Atlantic Bluefin tuna off the southwest.

## Communication and Engagement

Wrasse data were presented to the Byelaw and Permitting sub-Committee to inform members of the effectiveness of measures in place and to determine whether changes in management were required.

Officers put out a call for information to stakeholders who might be interested in the possible development of management for crab tiling as part of the discussions on management of Hand working that the IFCA is developing. Surgery sessions were offered to stakeholders to be able to contact IFCA officers in person or on the phone, to discuss their concerns/ thoughts on crab tiling and its future management.

Environment Officer Lauren Parkhouse and Enforcement Officer Adam Walter gave a talk to Coastwise North Devon. The following feedback was provided by the organiser: "I have had excellent feedback from our members regarding your presentations. You covered the subject areas of exactly what we all wanted to hear about and you gave us the uplift to appreciate that North Devon is not a forgotten planet. We all fully acknowledge the dedication that you are putting in to your roles with IFCA and you have given us lots of ideas for thoughts and discussion within our group. Again, many thanks for an excellently prepared and presented talk".

### **Training**

A day's training in MEDIN discovery metadata and data guidelines was undertaken by two environment officers at the MBA in Plymouth. This will help the IFCA to fulfil its obligations under the INSPIRE Directive.

The DCO and EO Lauren Parkhouse undertook the First Aid at Sea course this quarter. This course is undertaken every five years to ensure safety when working on the IFCA vessels

R training has been completed this quarter by two members of the Environment Team to help with the statistical analysis of the wrasse data. The training focussed on multivariate analysis and improving data routines to streamline future data analyses. Time was spent before and after the training on preparation and evaluation.

## **Enforcement Overview (Nov 2018-Feb 2019) Senior Enforcement Officer Gavin Mayhew**

### **General**

Most winter periods generally see reduced number of patrols, often due to weather. This period has been better than average with a good number of enforcement patrols still being achieved. The 1<sup>st</sup> October saw the opening of the D&S IFCA Scallop fishery. In previous years there has been a high number of nomadic vessels visiting the district to benefit from the opening of a fishery following a recover period. This year has not seen that number. It's not thought that this is a result of the new Mobile Fishing Permit Byelaw technical requirements. At the close of 2018 the Enforcement Team had a total of 41 investigations, of which 33 were completed.

### **Training**

IFCO Kelly Hobson has now achieved her B+E towing entitlement, which will enable her to assist with the movement of the patrol vessels throughout the district.

IFCOs assisted the MMO with some of their Boarding Officer (BO) training. FPV ENFORCER was chartered to take the training BOs and their trainer out to an area between the 6nm limit and the 12nm limit to conduct some boardings of larger fishing vessels. There is value in these trips, for both MMO and D&S IFCA, as IFCOs are exposed to different legislation and situations, therefore they provide increased experience, along with improving inter-operability.

## Enforcement Work

This quarter has seen a total of 12 investigations which have commenced. Of these, seven of the investigations have started as a direct result of analysing the data from the I-VMS devices that are now installed on all mobile fishing vessels between 6.99m and 11.99m. The addition of this enforcement tool has greatly improved detection rates of offending. Although the offences are still the same, the methods we are utilising to detect and evidence them is now evolving.

The introduction of I-VMS has not reduced the need for at sea patrols. During this period a total of 30 patrols have been undertaken throughout the district. This has been despite some periods of inclement weather, which does prevent patrols getting to sea, however this does provide some vital time to keep on top of ongoing investigations with four of these requiring full case file presentation to proceed through the courts. These have been a mixture of at sea and shore patrols with nine of them being reactive patrols following the receipt of intelligence, which is proving successful at identifying offences.

Officers conducted shore patrols to the west Somerset areas to monitor the netting situation. This patrol did result in a number of netting permit application, which is indicative that the activity was taking place unpermitted. Patrols will be ongoing to monitor compliance.

This period has also seen the opening of the three months restricted scallop fishery within Salcombe estuary. There have been several patrols undertaken to this area to monitor whether permit conditions are being complied with. This year has seen good compliance from this fishery with no instances of non-compliance to report.

All officers are working on several case files, with some progressing to prosecution through court. The table below details recent investigations and their status.

### Investigations (selected)

Offence date	Offence	Location	Outcome if complete
30/05/2018	Dredging within restricted area	IPA	Summoned to court
01/06/2018	Netting and Potting without permits	Torbay	OWW issued
23/06/2018	Netting without a permit	Lyme Bay	£250 FAP Paid
28/06/2018	Scallop curfew	Off Exmouth	£1000 FAP Paid
08/07/2018	Unlicensed commercial potting	Budleigh	£250 FAP Paid
12/07/2018	Crab less than MCRS	Torbay	OWW issued
16/08/2018	Netting without a permit	Off Teignmouth	OWW issued
26/07/2018	Fishing with no Permit or Licence	North Devon	Summoned to court
07/09/2018	Lobster less than MCRS	Brixham market	Summoned to court
09/10/2018	Misuse of Cat 2 potting permit	Brixham	OWW issued to all parties
09/10/2018	Dredging within restricted area	Salcombe	Insufficient evidence, no further action.

14/10/2018	Dredging within restricted area	Salcombe	Insufficient evidence, no further action.
02/11/2018	Trawling within restricted area	Salcombe	Ongoing
07/11/2018	Netting with no permit	Torbay	Summoned to court
22/11/2018	Dredging with no permit	Salcombe	Ongoing
13/11/2018	Trawling In closed area	Lyme Bay	On going
09/10/2018	Dredging in restricted area	Start Bay	Ongoing
20/10/2018	Non-reporting I-VMS	Plymouth	Ongoing
14/12/2018	Scallop curfew	Brixham	Ongoing
17/01/2019	Cat 1 Diving no permit	Torbay	Ongoing
29//01/2019	Cat 1 Diving permit misuse	Brixham	Ongoing
25/01/2019	Dredging in restricted area	Salcombe	Ongoing
20/01/2019	Mobile fishing expired permit	Brixham	Ongoing
14/02/2019	Spider crab less than MCRS	Dartmouth	Ongoing

## Environmental Work

During this period the Enforcement team have assisted with several Environmental tasks including the progression of the ongoing work with Torbay Environmental Health Officers to conduct testing for the Offshore Shellfish company. These collections are made in line with a schedule set by Torbay EHO.

Further work with Applied Geonomics, deploying and recovering the water sample equipment. The sample schedule is now completed, Applied Geonomics are now in the reviewing data stage.

Team members have also assisted with cockle surveys on the Teign and Exe estuaries. Officers have also assisted with the I-Bass project. Due to some significant weather conditions, some of the receivers were reported to have washed ashore. A trip was undertaken with the intention of recovering the remaining devices, however none were detected.

## Projects

D&S IFCA has finally received delivery of a long awaited newly built 7.8m Ribcraft Patrol vessel. Representatives from Ribcraft delivered the vessel for sea trial and handover. This finally gave all the D&S IFCA officers a chance to have their first view. Officers had the opportunity to take the boat out on sea trials, which went very well. The sea state on that day was slight, but a successful, safe and comfortable passage was made down to Start point which gave us the opportunity to test the electronics on board including the FLIR, which surpassed expectation. The FLIR successfully provided a gyro stabilised image at a cruising speed of 20 knots. Further familiarisation trips have taken place to expose all the Enforcement

officers to the vessel and ensure that a full shakedown of the boat has been completed. Following approximately 17 hours use, a few issues had been identified, the boat has been collected by Ribcraft in order for them to install a flux compass and rectify a small number of issues. There were some issues identified with the FLIR, which included officers being unable to fully utilise all aspects of the equipment. Following consultation with Raymarine, a missing flux compass was the diagnosis. This item was overlooked by Raymarine when dealing with D&S IFCA's order for the FLIR, however they have provided the device and arranged through Ribcraft to have it installed. Ribcraft is expected to be retuning the boat in the very near future. Work is now ongoing in preparations for a launch and naming ceremony to take place on the 14<sup>th</sup> March 2019. The process to reclaim the monies from the approved EMFF grant for both the vessel and the FLIR has now started. This involves the completion of the claim paperwork along with evidencing all the costs and transactions.

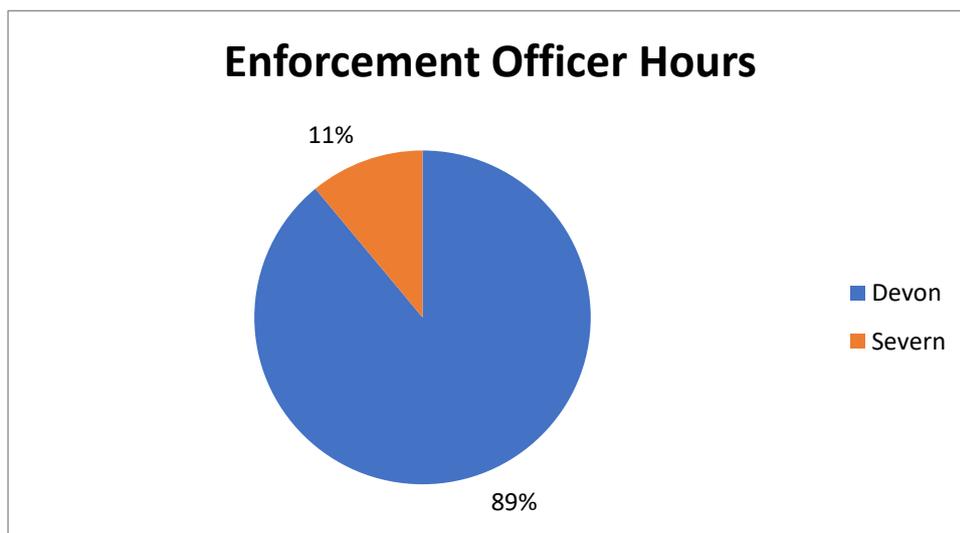
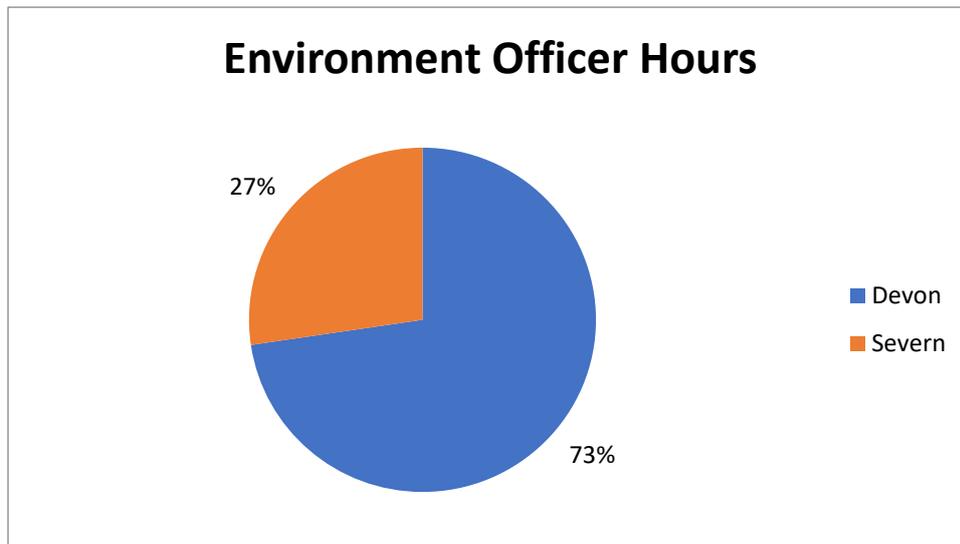
Once the new vessel is fully commissioned and operational it will lighten the load on D&S IFCA's other patrol vessel FPV ENFORCER. Considerations are being made as to the way forward with the use of this vessel. The boat is aging and suffering with some intermittent electrical issues. Significant modernisation is required, the extent of which is being considered and priced and compared to the value a second patrol vessel may bring. A second patrol vessel could prove extremely valuable, it's believed that value could be increased further should the vessel be stored on the North Coast. D&S IFCA is considering all available options.

I-VMS pathfinder project is now well into its evaluation stage with a report been completed to feed into the national rollout program. The reclaim process to recover the funds for the I-VMS pathfinder from EMFF is well underway. The reclaim was separated in to two claims, D&S IFCA has received the first payment and is awaiting approval of the second claim.

D&S IFCA is heavily involved with the national I-VMS rollout. We have produced a report on the pathfinder, this has been submitted to the I-VMS project delivery team which will assist with the national project. D&S IFCA has also been invited to sit on the I-VMS Post Implementation Group, which met recently at the MMO HQ in Newcastle for a Compliance and Enforcement workshop. This was an opportunity to view and advise on the draft Statutory Instrument, a final version of this is expected to be published on 25<sup>th</sup> March 2019.

D&S IFCA has been working on a Memorandum of Agreement with MMO for the provision of vessel charter. The aim of this is to provide the MMO with a set of Standard Operating Procedures and charges that would be incurred for vessel charter. This is in preparation for post Brexit. With the new patrol vessel, D&S IFCA is in a good position to provide this support to the MMO.

**Officer Hours Split between Devon and the Severn Area – Environment and Enforcement Teams**



**Policy Overview (Dec 2018-Feb 2019)**

**Principle Policy Officer N. Townsend**

The key work streams for the period 20<sup>th</sup> November 2018 to 25<sup>th</sup> February 2019 have included the following:

- Assisting with creation of 2018/19 Internal Annual Report
- Assisting with creation of the draft 2019/20 Annual Plan
- Creation of papers for the Byelaw Technical working Group
- Creation of officer papers for Authority meetings
- Creation of officer papers for Sub-Committee meetings
- Delivery of internally generated communications & news items
- Publication & Website Management
- Policy work – Further Development of the Data Protection Risk Register

## **Byelaw working**

The last Byelaw and Permitting Sub-Committee meeting was on 20<sup>th</sup> November 2018. As well as compilation of detailed minutes, a significant amount of other work has already been completed or will now need to be completed as a direct result of that meeting. The meeting was not quorate and not only has this delayed some working, it has also resulted in a more complicated agenda for the meeting in February 2019.

The Byelaw Technical Working Group (BTWG) has now been established to conduct technical drafting work and prepare legal documentation on behalf of the Byelaw & Permitting Sub-Committee (B&PSC). The working group has met twice during the period with tasks including amending Diving Permit Conditions to introduce identified items as agreed by the B&PSC and creation of an Exemptions Byelaw to replace the Emergency Application Byelaw. Both tasks are complete and will be presented to the B&PSC on 26<sup>th</sup> February 2019. Both on-going workstreams will involve consultation with stakeholders. The final task, during this period, for the BTWG was to make potential changes to the existing Mobile Fishing Permit Byelaw (and possibly permit conditions) as part of the 5-year review of the Byelaw. This task was deferred at this time with a report created for the B&PSC to explain why.

## **Consultation and Documentation**

A significant amount of consultation and documenting work is needed to support the byelaw related work streams. During January 2019, efforts were directed towards the on-going review into the management of hand working fishing activities. Information relating to crab tiles was assembled and circulated in a Crab Tile - Call for Information campaign. A Mail Chimp email format was used with links to both an on-line survey form and a dedicated email response channel. The responses were summarised in a supplement report and presented to the B&PSC on 26h February.

## **Publications**

Documenting the rationale and evidence base for potential change and the decision-making process being followed is vital. A significant number of Environmental Assessments (MCZ & HRAs) have been added to the website resource library during this quarter. The assessments were all related to the use of crab tiles. Transparency with information has become a key objective for D&S IFCA. The website is used to publish the relevant documentation which can be hyperlinked into other items such as supplement reports for B&PSC meetings.

## **Focus on the Website & Communication Work**

The greater use of the website is a fundamental part of D&S IFCA's Communication Strategy for both external stakeholders and our own members. The new website acts as the central hub for D&S IFCA promotional work or news items. The whole site is updated on a very regular basis with some key areas of benefit to members. The Meetings page is used to display most papers for recent meetings, whilst the members secure area also includes minutes that are still in draft form and not yet approved. The Resource Library is very beneficial, as the eight sections demonstrate a range of information including Annual Plans, older meeting papers, D&S IFCA's Byelaws, Impact Assessments and a range of environmental and research information and reports.

Officers have been encouraged to continue with a new system of creating their own news stories that can appear in both blog and “active” PDF format. Not only do internally generated news stories contain accurate information, but they also provide an insight into officer working whilst also being easier to quality assure. Internally generated stories can be released at appropriate and relevant stages or formulated to either be pro-active or reactive. The stable file structuring within the website allows for links to be used to other information, therefore providing depth to the news items whilst also maintaining controlled over their publication shelf life. Selected news items can also be used to create a quarterly newsletter. Following news items is a good way for members to follow work being undertaken in real time, rather than quarterly intervals.

News items can be shared on Facebook or highlighted using twitter. A lot of work has been done improving the presentation of items on the site via the use of thumbnail images. Several display pages are still being developed which will enhance the presentation of the site still further.

### **Information Management System**

The new system is now in place and has relevance to many aspects of working. With a new file structure now in place, the most essential elements to comply with GDPR are now possible. This includes the final amendments to a Data Protection Register that documents where personal data is stored, why we retain it, and the security measures applied to keep it secure. The use of the register is interlinked with several other policy documents such as the master Data Protection Policy and the policy that feeds from it such as the D&S IFCA Privacy Policy, the D&S IFCA Freedom of Information Policy and the Publications Scheme.

### **SV BlackJack**

The vessel has now been placed in dry storage in Dart Haven (Galmpton) where it is expected to remain for several months. The vessel has now been inspected by a surveyor as a requirement to keep the vessel compliant with the work boat code. Several items were identified by the surveyor to be completed prior to a re-issue of the certificate. This includes new anodes, new ventilation seals for the engine room compartment and a load test of the movable gantry that is used to lift survey equipment. The later can only be achieved when the vessel is once again back in the water.