



Annual Plan 2019 - 2020

Final Draft 1.1

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Notes & Version Control

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Executive Summary

For 2019-2020, Devon and Severn Inshore Fisheries and Conservation Authority (D&S IFCA) has taken a similar approach in the production of this Annual Plan to last year. With the range and breadth of work that is being currently undertaken and which lies ahead of the D&S IFCA, it seems appropriate to continue to outline those drivers, objectives and workstreams that will direct its focus, resources and decision making for 2019-2020.

An Internal Annual Report for the period 2018-19 has been used to help identify which of the incomplete tasks from last year are suitable for inclusion within this year's plan.

Details of focussed tasks are outlined in the tables contained within this Plan. This document will lay the foundation for creation of D&S IFCA's 2019-2020 Research and Enforcement Plans.

The four core work areas described in this 2019-2020 Annual Plan are:

1. Management of Fishing Activities
2. Compliance
3. Evidence
4. Internal Process

Through the plan, the Authority wants to continue to explore how to develop its approach to local fisheries and conservation management and support national objectives.

New opportunities are set out in the plan to develop the use of technology in fisheries management. The Authority wants to build on the successful introduction of vessel monitoring systems on board all the towed gear fleet operating in the district by supporting trials into the use of gear in gear out technologies.

The Authority will look to fully engage in the development of management, both locally and nationally to achieve the necessary balance between the social and economic benefits of exploiting spiny lobsters with the need to protect them and the wider environment.

2019-2020 will be a pivotable year for D&S IFCA in understanding its future role and ability to contribute to the delivery of effective inshore fisheries management and meet its statutory duties. The Fisheries Bill continues through its Parliamentary processes and will help to determine IFCA's futures. The level of financial support by both the constituent Local Authorities and Defra will also determine whether D&S IFCA can continue to meet its current statutory duties. The Authority will fully engage with Defra in order to identify alternative ways by which it continues to provide central funding support.

1. Introduction

This is the eighth Annual Plan for the Devon & Severn Inshore Fisheries and Conservation Authority (D&S IFCA). This Plan sets out what actions the D&S IFCA intends to take, during the financial year between 1st April 2019 and 31st March 2020. The Annual Plan sets out what the Authority will do in order to continue to deliver high standards in the development of fisheries and conservation management and identifies the range of activities it will undertake to fulfil its primary duties under Ss.153 and 154 Marine and Coastal Access Act 2009 (MaCAA). The 'Overview and Policy Drivers' section of this Plan provides further details on how other legislative drivers help shape the work delivered by the D&S IFCA.

D&S IFCA, whilst managing the exploitation of sea fisheries resources in its District, must

- *Seek to ensure that the exploitation of sea fisheries resources is carried out in a sustainable way,*
- *Seek to balance the social and economic benefits of exploiting the sea fisheries resources of the District with the need to protect the marine environment from, or promote the recovery from, the effects of such exploitation,*
- *Take any other steps which in the D&S IFCA's opinion are necessary or expedient for the purpose of making a contribution to the achievement of sustainable development,*
- *Seek to balance the different needs of persons engaged in the exploitation of sea fisheries resources in the District, and*
- *Seek to ensure that the conservation objectives of any Marine Conservation Zone in the District are furthered (s.154 Marine & Coastal Access Act 2009).*

D&S IFCA has already demonstrated its commitment to managing fishing activities within Marine Protected Areas (MPA) by the introduction of 58 specific management measures through its four activity-based permit Byelaws. The Authority believes it is well placed to deal with the introduction of potentially a further six MCZs this year, but it is unclear what research and management commitment these new designations will require.

With the introduction of Vessel Monitoring Systems on board all towed gear vessels it is the Authority's intention to review the access opportunities for these vessels within some areas of the MPA network.

D&S IFCA intends to complete its review of hand working activities; bait digging, crab tiling and hand gathering. The review will determine whether it is necessary to develop its fifth, activity-based Byelaw to manage these activities.

This plan sets out the level of work necessary to maintain D&S IFCA's approach to management through the Permit Byelaws. There is a requirement to review the management (permit conditions) no later than every three years and the Byelaws every five years and communicate those changes to the current 1,129 permit holders.

The biggest uncertainty facing D&S IFCA is its future funding. D&S IFCA's budget for 2019/2020 is £724,000, the lowest among mainland IFCAs despite having the largest IFCA district with significant and diverse fisheries and 16 Marine Protected Areas to manage.

D&S IFCA and its officers recognise that it will be increasingly difficult to maintain the level of delivery within the current budget and this is reflected in this year's plan.

2. Overview and Policy Drivers

To fulfil its duties under the Marine and Coastal Access Act (MaCAA) 2009, the D&S IFCA's work must also be responsive to developments in other legislation, Government and external policy drivers, which could directly or indirectly impact fisheries or the status of the fish stocks or ecosystems upon which they depend.

D&S IFCA needs to be able to respond to changing marine policy, especially the increasing focus on local management, using the best available evidence at the appropriate scale, and flexible and adaptive management measures.

D&S IFCA's officers have contributed significantly to the development of the Fisheries Bill. This new Fisheries Act will influence fisheries management for a generation and provides exciting opportunities to develop nationally some of the best fisheries management practiced by IFCAs including D&S IFCA.

2.1 Management of Fishing Activities

Under Ss.5 & 6 Marine and Coastal Access Act 2009 (MaCAA) Order 2011, the D&S IFCA inherited byelaws from Devon Sea Fisheries Committee and the Environment Agency and was required to review these byelaws to determine whether the byelaws were fit for purpose. S.156 MaCAA provides the opportunity for the D&S IFCA to create permit-based byelaws. Permitting byelaws provide the D&S IFCA with a flexible, adaptive approach to management and have become the chosen model when legislation is required. D&S IFCA has revoked twelve inherited byelaws and the possible development this year of a fifth, activity-based byelaw will bring the Authority closer to a position whereby it can revoke the remaining twenty-six inherited byelaws.

Permit-based byelaws provide scope for both fixed and flexible management measures via the conditions of use within the permits issued to fishers. The scope of the flexible conditions is limited to catch, gear, spatial and time restrictions. The review procedure of flexible conditions is detailed within the main Byelaw(s). D&S IFCA has a duty to review all the flexible conditions (per byelaw) at least every three years but can review conditions within a shorter period as considered necessary. Any new permit byelaw (the whole byelaw) needs to be reviewed every five years. D&S IFCA has developed a guide to all aspects of byelaw review work that sets out the approach to management in more detail. The Authority has provided delegated powers to the Byelaw & Permitting Sub-Committee to conduct this work and an informative guide relating to their work has been produced and published on the D&S IFCA website.

In 2014, the D&S IFCA published its first Recreational Sea Angling (RSA) Strategy. This was driven by the duty of the IFCA under S. 153(d) MaCAA to seek to balance the different needs of people exploiting sea fisheries resources. In 2018-2019, the first draft of an analysis report for the Skerries Bank Angling Zones was produced, but further progress was not possible. This year, D&S IFCA will complete and publish the Skerries Bank report and convene another round of stakeholder meetings to discuss the Skerries Bank and to determine whether the existing approach to management through the Angling Zone

designation and voluntary measures were sufficient to develop RSA opportunities in this area.

2.2 Compliance Management

Full compliance with EU, UK and in particular local fisheries and environmental legislation is the overall aim of the D&S IFCA. This aim is best achieved through the adoption of an adaptive co-management approach to fisheries management. The key to achieving high compliance is ensuring that those users who are potentially affected have a real opportunity to engage with the D&S IFCA over the local management approach to be taken, so that they can understand why this approach has been adopted. The D&S IFCA's Communication Plan and use of Permitting Byelaws are designed to support better engagement.

D&S IFCA is fully engaged with the National Intelligence Model. The Model is designed to encourage the adoption of an intelligence led, targeted approach to enforcement. By taking this approach the D&S IFCA complies with the Hampton Principles of Better Regulation as set out in the Regulators' Compliance Code and the Legislative and Regulatory Reform Act 2006 (as amended). In support of another Principle of Regulation created by the Legislative and Regulatory Reform Act 2006, the D&S IFCA has created a robust decision-making process that is used to consider the appropriate disposal of all its investigations. The process involves the D&S IFCA's prosecuting Solicitor using the Code of Crown Prosecutors to determine whether the evidential test and public interest tests have been satisfied. If these tests are passed the Solicitor provides independent advice on the most appropriate action to take to dispose of the case. More detail on how the D&S IFCA conducts its work and what sanctions are available when offending is detected is set out in the D&S IFCA's Compliance and Enforcement Strategy.

D&S IFCA's practical approach to enforcement has always included searching for alternative ways of working and exploring the use of technologies. This is best represented by the D&S IFCA's decision to use remote sensing as a key part of the D&S IFCA's approach to spatial enforcement. It is hoped that technology solutions will soon be available to allow for D&S IFCA to consider legislating for the installation and use of sensors attached to towed gears to further assist with the determination of when vessels are engaged in fishing.

2.3 The Ecosystem Approach and Local Fisheries Management

The Ecosystem Approach underpins much of EU marine and maritime policy including the Common Fisheries Policy (CFP), Marine Strategy Framework Directive (MSFD) and Integrated Maritime Policy (IMP). In 2018 the Government published its 25 Year Environment Plan (25YEP) which confirms the UK's commitment to the Ecosystem Approach in relation to marine and fisheries management. One of the core principles of the Ecosystem Approach is that management should be decentralised to the lowest appropriate level to involve all stakeholders and balance local interests with the wider public interest with the understanding that, the closer management is to the ecosystem, the greater the responsibility, sense of ownership, accountability, public participation, and use of local knowledge. This clearly resonates strongly with the IFCA's vision:

'To lead, champion and manage a sustainable marine environment and inshore fisheries by successfully securing the right balance between social, environmental and economic benefits to ensure healthy seas, sustainable fisheries and a viable industry.'

In 2018-2019 D&S IFCA contributed to a Defra family working group tasked with exploring the further integration of the Ecosystem Approach into marine management. Previously D&S IFCA's major work, in implementing the Ecosystem Approach, was focussed on a broader consideration of the potential human impacts on fish stocks. This underpinned the IFCA's engagement in marine planning discussions and input into technical working groups for specific marine developments likely to impact fish (e.g. Hinkley Point C, Severn Estuary tidal lagoons) and research projects looking at the evidence base for licensing decisions relating to fish impacts from such developments. The working group has allowed, and will continue to allow, D&S IFCA to look at how an Ecosystem Approach will more directly underpin fisheries management in the future. The inclusion of a local perspective on fisheries management and the utilisation of IFCA's expertise of practical delivery of fisheries management is of crucial importance for the development of an Ecosystem Approach to fisheries management. Input into some major consultations for developments such as Hinkley Point C will continue to be a major workstream for 2019-2020.

Box 1. Definition of the Ecosystem-Based Approach to Fisheries Management,

'An integrated approach to managing fisheries within ecologically meaningful boundaries which seeks to manage the use of natural resources, taking account of fishing and other human activities, while preserving both the biological wealth and the biological processes necessary to safeguard the composition, structure and functioning of the habitats of the ecosystem affected, by taking into account the knowledge and uncertainties regarding biotic, abiotic and human components of ecosystems.' *The Common Fisheries Policy (Article 4)*

Natural Capital is a recurring theme throughout the 25YEP and is likely to become increasingly relevant to environmental policy (see Annex 6 for definition of Natural Capital). Through its involvement in the North Devon Marine Pioneer Programme D&S IFCA will continue to contribute to work that helps to define and implement a Natural Capital Approach in the marine environment. Whilst Natural Capital has been recognised, as described above, Social Capital is not mentioned definitively in the 25YEP. The plan does describe social justice, social benefits, social interaction, social gain and social actions and therefore is about people and is critical for the delivery of the 25YEP. Social Capital does not have a clear, undisputed meaning although the common aspects of most definitions of Social Capital are that they focus on social relations that have productive benefits. It concerns social 'stock', e.g. networks, that people use to solve common problems. The lack of a formal definition, however, does not mean that D&S IFCA has not considered Social Capital in its work to date and will continue to do so into the future. Social Capital concerns the partnership of people, communities and organisations with knowledge and skills, and considers the value of society in decision making. In the course of D&S IFCA's Byelaw making process and development of permit conditions, Social Capital is considered through its consultation processes and impact assessments. Valuing Social Capital is difficult and tends to be done without direct monetary value but more through the community and heritage importance and significance of activities which may be influenced or impacted by D&S IFCA management. Social Capital is integral to Natural Capital, and as such is an important part of the Marine Pioneer.

2.4 Improving the Ecological Evidence Base for Management of Key Species

Whilst the management of inshore fisheries has been increasingly devolved to a local level, many fish stocks have distributions which span the 6nm IFCA's District seaward limits and multiple national State jurisdictions. Therefore, the management of many fish stocks is governed by the EU CFP and the major evidence collection frameworks for fish operate at an EU or national level (such as ICES data series, WFD TrAC sampling). It is currently thought that the UK will maintain its current involvement with ICES post EU exit as ICES is not an EU institution. However, for many species the current management unit may not acknowledge finer population structure, which is significant in managing viable local stocks. Even for species with genuinely wide geographic ranges, key life-history stages may be closely linked to inshore habitats and EU management may not offer protection evenly over the species range. New inshore fisheries have also emerged for finfish (such as the Live Wrasse Fishery), which are not covered by any EU or National legislation. Data collected to inform EU or national management are often not appropriate for informing management at a local level. Whilst short-term project-based work helps to build on this evidence base for individual species, these projects are often short lived and are not necessarily focussed on providing evidence at the appropriate spatial scale for IFCA management. D&S IFCA is therefore increasingly involved in the management of, or research into, fish stocks. Species of interest for 2019-2020 include crawfish, scallops, bass and wrasse as well as the IFCA's work of intertidal shellfish stock assessments.

There is also currently a renewed interest in the monitoring of inshore fish communities, and in 2019-2020 D&S IFCA will be involved in projects which are both actively researching the ecology of certain species and those examining the administrative, funding and governance aspects of fisheries monitoring. In the longer-term, development of an IFCA-level evidence framework to direct research to inform local management is required. Several of the projects outlined within this plan are to continue building the structure of this framework (e.g. research and management plans) whilst others are designed to start providing this evidence. Such work often requires working as part of larger partnerships involving different regulatory, research, industry and NGO bodies. This work also feeds into improving the evidence base for an Ecosystem Approach to fisheries management and for developing management paradigms such as Essential Fish Habitat.

2.5 Marine Protected Area Management

D&S IFCA has ten European Marine Sites (EMSs) designated under the EU Birds and Habitats Directives, and six Tranche 1 and 2 Marine Conservation Zones (MCZs) designated under MaCAA. Many of these sites co-locate and some have shared boundaries with other IFCAs, the MMO and Welsh Government. D&S IFCA is the appropriate and relevant authority to manage these MPAs, or parts thereof, within the 6nm seaward limit of its District and officers undertake evidence gathering, monitoring and enforcement relevant to this duty. This year's work will continue focus on the completion of the remaining assessments of fishing activities in designated MPAs. Some of these assessments relate to potentially opening access to demersal mobile gear into areas within MPAs that have been closed under precautionary measures, due to inability, at the time, to monitor the mobile fleet remotely. With the introduction of IVMS and increased reporting these activities can be more closely monitored. However, the outcome of the forthcoming appeal, to a conviction brought successfully with the use of VMS data, will determine whether regulators maintain their confidence in their ability to effectively monitor vessels in this way. This uncertainty may

result in the D&S IFCA not being able to progress the proposals to open up access to areas previously closed under precaution, which the IFCA had indicated it would consider.

The Defra family has formed a working group to define the 'Whole Site Approach' to MPA management, which is highlighted in the 25YEP and to integrate it into the management of fishing activities in MPA. It is expected that sites will be looked at as a whole, in terms of all habitats and the ecosystem services they provide, as opposed to continuing with a feature-based approach.

It is likely that the Tranche 3 (T3) MCZs will be designated in the summer 2019 and D&S IFCA will be required to introduce management measures for fishing activities in the additional six sites within two years of designation. Research and evidence gathering to inform the development of any necessary and appropriate management measures may be required in the T3 MCZs. There will also be a requirement to undertake monitoring to gather information to fill the data gaps and uncertainties highlighted within Monitoring and Control Plans developed in 2018-2019.

2.6 Development of a Mariculture Strategy

Aquaculture is the overarching term for the cultivation of aquatic animals and plants, especially fish, shellfish and seaweed, in natural or controlled marine or freshwater environments, to provide a source of food. When it occurs in the marine environment it is called Mariculture. In Europe aquaculture accounts for 20% of total EU fish production and directly employs 85,000 people and is worth 3.6 billion Euros. The sector is mainly composed of small and medium-sized enterprises in coastal and rural areas. The UK's multi-annual national plan for sustainable aquaculture identifies the stagnation of the aquaculture industry and details how the UK government will encourage growth in the aquaculture sector. However, limits on the development of aquaculture are often location specific and are better addressed at a local level.

By developing a Mariculture Strategy the IFCA will provide a basis for future opportunities within this sector. Site location, displacement, seed production, hatchery options, water quality, harmful algal blooms, potential diseases, invasive non-native species and conflict with other fishing sectors are all areas which D&S IFCA can review in the strategy. D&S IFCA will work in collaboration with appropriate stakeholders and organisations in the development of the Mariculture Strategy including Defra, Cefas, MMO, Natural England, Environmental Health, SeaFish, and the fishing industry. An important part of developing a Mariculture strategy will be to understand the importance and value environmentally, economically and socially of coastal areas within D&S IFCA's District so that this information can determine areas where aquaculture may be possible and may get the greatest support from all sectors. Detailed information can then inform the review of the South and South West Marine Plans.

2.7 Information Management System

The development and ongoing use of an Information Management System is vital to provide the D&S IFCA and its staff, operating on a day to day basis, with the correct framework to comply with legislative requirements.

Key drivers of the initial development and on-going compliance with the system are:

- General Data Protection Regulations (and multiple standards adopted) through the Data Protection Act 2018;
- Freedom of Information Act 2000;
- Environment Information Regulations 2004;
- Accounts and Audit Regulations 1996;
- Local Government Act 1972
- Health & Safety
- Supporting the communications and publications output of D&S IFCA

The introduction of GDPR provided the catalyst for change and with a new system now in place, officers can comply with a range of guidance and policy documentation that underpins elements of their work. The internal system will be subjected to periodic monitoring. D&S IFCA will seek support from outsourced services to review internal structures and the policy documentation that has been created and implemented.

D&S IFCA needs to be transparent with information and data that it holds. The mixed nature of information that D&S IFCA utilises is often linked to decision making that can impact on different stakeholders. It is important that D&S IFCA is accountable for work completed and the processes that are followed when taking those decisions.

D&S IFCA is committed to continuing initiatives such as detailed reporting to fully describe decision making and the evidence bases that are used in any such process. It is envisaged that these efforts and increased publication of information will reduce the staff time needed to process requests regarding Freedom of Information Act 2000 (FOI) and the Environment Information Regulations 2004 (EIR).

3. Core Work Areas

3.1 Management of Fishing Activity

S.153 MaCAA clearly defines D&S IFCA's duties to manage inshore fisheries and the exploitation of sea fisheries resources in its District. D&S IFCA is committed to an activity-based approach when reviewing the management of different fishing activities. This review has potential to include the development of new permit byelaws and includes the review of existing permit conditions already introduced. Table 3.1 details the specific tasks that will be undertaken in 2018-2019.

A significant portion of the work in 2019/20 will be to review and, where needed, amend existing permit conditions for the Mobile Fishing Permit Byelaw and the Diving Permit Byelaw. In 2018 the Byelaw Technical Working Group (BTWG) was formulated by the Byelaw and Permitting Sub-Committee (B&PSC). This new working group is required to draft the legal wording on behalf of the B&PSC but has no delegated decision-making powers. All work conducted by the BTWG is reported to the members of the B&PSC at meetings which are typically held four times a year. The structure in place for byelaw related decision making, including the limited meetings and reporting requirements, defines the timetabling of many key work streams that will be conducted by officers during 2019/20.

The overarching Mobile Fishing Permit Byelaw requires a review in 2019 and a new Exemptions Byelaw must be introduced to replace the Emergency Application Byelaw. An on-going area of work will be to conduct another formal review of the live wrasse pot fishery and to continue with a review of the management of identified hand working fishing activities. The latter includes an examination of bait digging and other defined hand gathering fishing methods. Significant levels of consultation are required to conduct a review, amend permit conditions or introduce any new byelaw. This is where there is a direct link to other aspects of D&S IFCA's work including research and communications initiatives.

Documenting the work being undertaken is important. Different publications are produced with different aims; however, providing all stakeholders with key information, so they can effectively engage in the consultation process and assist decision making is one of the key objectives. The Byelaw consultation reference reports have been developed to reflect the need to be accountable in all decision making and to be transparent with the information being presented and considered during different decision-making processes.

On completion of all phases of consultation, these reports act as the overarching reference documents and will be posted, with all other relevant information, on the D&S IFCA's website. The resource library on the website and the different display pages provide all stakeholders with greater opportunity to examine all work conducted by D&S IFCA.

A Mariculture Strategy will be a component of this year's work. It is envisaged that this strategy will direct those interested in developing mariculture in the District to all the relevant information that is available as well as supporting existing mariculture activities in the District and help facilitate new opportunities. The Strategy will be iterative, supplemented by new research outputs and highlight funding streams for further development. Relevant engagement and consultation with members of the fishing industry in the District will help

inform the Strategy. Further information on the social, economic and environment importance of coastal areas will be gathered to help inform future mariculture developments.

Voluntary Codes of Conduct were introduced for three sites in the D&S IFCA's District, which aim to manage current commercial netting and longlining effort to develop the importance of these areas to anglers. Monitoring programmes were developed for two of these Angling Zones to assess the level, location and timing of fisheries activities within these zones. These data will continue to be analysed to assess the impacts of implementing small-scale spatial management to support the Recreational Sea Angling (RSA) sector and to aid in the possible development of management measures at the sites. Further monitoring may be required to review the findings of the previous monitoring programmes.

Monitoring of fishing activities, to lessen or remove uncertainties and fill gaps in knowledge, will take place under the Monitoring and Control Plans for certain fishing activities in MPAs that were developed last year.

Table 1- Management of Fishing Activities Workstreams

Category	Task	Action	Why?	When?
Management of Fishing activity	The 5 year review the Mobile Fishing Permit Byelaw (including changes to Permit Conditions)	To use the MPA assessment and NE's Formal Advice on mobile fishing activities to inform further management measures. D&S IFCA will also consider undertaking assessments to open up areas previously closed under precaution to mobile gear. The remaining assessment on mobile gear in the Skerries Bank MCZ will be undertaken.	Assessment will be completed to inform management measures under this byelaw. In 2014 areas within MPA were closed under the precautionary principle due to the inability to remotely monitor mobile fishing activity. VMS data are now available and D&S IFCA has indicated it will undertake assessments to possible open these areas up. However, this may be dependent on the outcome of the forthcoming appeal to the conviction brought successfully with the use of VMS data.	Assessments completed by May 2019. Results will be presented to the B&PSC on 15 th August 2019
		To assemble the evidence base and other relevant information related to potential changes in the Byelaw and associated permit conditions in a supplement report and present it to the Byelaw & Permitting Sub-Committee (B&PSC)	The B&PSC can discuss these and other factors and action the BTWG to formulate potential changes to Mobile Fishing permits	Supplement report prepared by 31 st July 2019. Supplement report to be presented to B&PSC on 15 th August 2019.
		BTWG to create a modified Mobile Fishing Byelaw and new Mobile Fishing Permit Conditions including Annexes (charts) prior to formal consultation.	To reflect the changes required as agreed by the Byelaw & Permitting Sub-Committee in preparation for the required consultation	Task of BTWG to be completed by 15 th September 2019. Consultation to be completed by end of October 2019. Findings presented to B&PSC on 14 th November 2019
		To introduce the amended Mobile Fishing Permit Byelaw (and permit conditions)	To reflect the changes in the restrictions of this fishing method and complete the process	Reviewed Byelaw and new Permits to be introduced in January 2020

Category	Task	Action	Why?	When?
		To assemble a final Development (Process) Report to accompany the introduction of the amended Mobile Fishing Permit Byelaw (and amended permit conditions)	Transparency with information and to document complete process in a single reference document	Final Development Report to be completed & published in January 2020
	To introduce the Exemptions Byelaw	To create an Impact Assessment (IA) for the Exemptions Byelaw to present to Sub-Committee on 16 th May 2019 along with final draft of Exemptions Byelaw.	Impact Assessment must accompany the Byelaw for formal consultation	IA to be completed by 30 th April 2019.
		B&PSC to "make" the Byelaw and subject it to consultation (accompanied by IA)	A requirement of process. Six-week consultation considered to be best practice	B&PSC vote on 16 th May 2019. To complete formal consultation and document objections by 15 th July 2019
		To consider and manage objections to the Byelaw and vote to send Byelaw and Final IA to MMO/DEFRA	A requirement of process	B&PSC Meeting on 15 th August. Circulate objections report/response by 15 th September 2019. Complete Final IA and Byelaw for MMO QA by 30 th September 2019
		To make any required changes highlighted in QA process and introduce Byelaw	To complete the process by the end of the six-month extension period	New Byelaw introduced by November 2019
		To assemble a final Development (Process) Report to accompany the introduction of the new Byelaw	Transparency with information and to document complete process in a single reference document	Final Development Report to be completed & published in November 2019.
	To continue with the Three-Year Review of the Diving Permit Conditions	To document the findings of consultation into a supplement report for B&PSC	To enable decision making and potential changes to Diving Permit conditions	Supplement Report to be completed by 26 th April 2019.
		To report the findings of the final stage of consultation to the B&PSC.	Requirement of process/transparency. B&PSC can consider changes to Diving Permit Conditions.	Supplement Report to be presented on 16 th May 2019.

Category	Task	Action	Why?	When?
Management of Fishing activity		Potential changes to Diving Permit Conditions	To reflect decision by B&PSC	All final changes made by 31 st May 2019.
		Issue new Diving Permit Conditions	To complete process and introduce potential new restrictions	New permits to be issued by end of June 2019.
		To create a final Development (Process) Report to accompany the introduction of the new Diving Permit Conditions	Transparency with information and to document complete process in a single reference document	Final Development Report to be completed and published by end of June 2019.
	To review management of Hand Working Fishing Activities (hand gathering, crab tiling and bait collection)	Bait Digging: To assemble D&S IFCA environmental evidence and other base line information (including responses from Call for Information campaign) relating to Bait Digging in a supplement report and present to B&PSC	As part of the on-going review. Report to assist the decision-making process and demonstrate transparency with information	Supplement Report to compiled by 30 th April 2019. Supplement report presented to B&PSC on 16 th May 2019.
		Hand Gathering Activities: To assemble D&S IFCA environmental evidence and other base line information (including responses from Call for Information campaign) relating to Hand Gathering in a supplement report and present to B&PSC	As part of the on-going review. Report to assist the decision-making process and demonstrate transparency with information	Supplement Report to be compiled by 31 st July 2019. Supplement Report presented to B&PSC on 15 th August 2019.
		B&PSC to consider Options for Management including potential Introduction of a Hand Working Permit Byelaw.	As part of the process and as set out in overarching panning report	Decision making expected at B&PSC meeting on 14 th November 2019
	Potting Permit Byelaw: The Live Wrasse Pot Fishery	To compile the information used in the 2018/19 formal review into a single overarching reference document.	Accountability and transparency. To document the information presented and the decision-making process followed during the formal review	Final report to be published by 30 th April 2019.
		To present a supplement report for the 2019/20 Comprehensive Review of the Live Wrasse Pot Fishery to the B&PSC	To enable members to review management of this fishery after three years and determine future of the fishery	Supplement Report to be presented on 14 th November 2019.
	Potting Permit Byelaw	To document the findings of consultation relating to the use of fish for bait into a supplement report for B&PSC	To enable decision making and potential changes to Diving Permit conditions	Supplement Report to be completed by 26 th April 2019 and presented to the B&PSC on 16 th May 2019.

Category	Task	Action	Why?	When?
	To review the effectiveness of Skerries Angling Zone	A report on the analysis of the activity survey data for the Skerries Angling Zone will be used as the background for further engagement with all the relevant fishing sectors.	D&S IFCA introduced angling zones as part of its Angling Strategy. The further planned engagement will help determine if the voluntary measures have been enough to promote the development of the RSA sector or whether any more formal measures should be considered.	Report to the Byelaw and Permitting Sub-committee by 14 th November 2019. Engagement with stakeholders June to Aug 2019.
	To implement the Monitoring and Control Plans (M&CPs) for certain activities taking place with Marine Protected Areas (MPAs)	Monitoring programmes will be set up to fulfil the requirements of M&CPs and results will inform any potential changes in management of the fishing activity assessed.	M&CPs have been produced for specific activities in five MPAs to ensure the best available evidence is being used in the IFCA's management decisions and fulfil the IFCA's duty to protect the marine environment from or promote its recovery from the effects of the exploitation of sea fisheries resources.	Monitoring will take place according to the plan throughout 2019-2020.
Mariculture Strategy	Development of a Mariculture Strategy	A Mariculture Strategy will be developed throughout 2019, and in part it will be informed by consultation with the mariculture Industry and interested parties.	The strategy will highlight core areas where the IFCA may have the opportunity to work with the mariculture sector to evaluate and advance mariculture opportunities and provide information to those interested in entering this sector.	Draft Strategy presented at March 2020 Quarterly meeting.
	Partner Organisation to EU Interreg Project - EUROHAB	The IFCA will engage with the mariculture sector in the Western Channel and Celtic sea. Officers will attend project meetings and organise workshops with industry members to enable discussions and development of a web alert system.	D&S IFCA is a partner in the EUROHAB project. The project will use satellite imagery to identify harmful algal blooms and develop a web alert system, which industry members can use to help manage their harvesting strategy and protect their markets.	Steering group meetings April and November 2019. Reporting to Interreg March 2019 and August 2019. Trial the HAB web alert with shellfish industry 2019.

3.2 Compliance

An effective and fair approach to enforcement is essential to support the management that the D&S IFCA has introduced and to encourage compliance. D&S IFCA has a targeted, intelligence led approach to enforcement and is fully committed to the successful delivery of the National Intelligence Model. Partnership working and identifying innovative solutions are also strong themes in the D&S IFCA's delivery of compliance and enforcement.

D&S IFCA reviews its Enforcement and Compliance Strategy annually to ensure that it has the framework to deliver the Success Criterion 2 and comply with wider regulatory requirements such as the Legislative and Regulatory Reform Act 2006 and the Code for Crown Prosecutors. This compliance section of the 2018-2019 Annual Plan highlights the key projects that the D&S IFCA will undertake to support its enforcement work.

The completion of the IVMS project in 2018 meant that D&S IFCA had achieved a fully monitored towed gear fishery in the UK for the first time. The project was used as a pilot study to inform the consideration for the national roll out of the same technologies in 2019 across all licensed British registered fishing vessels operating in English waters.

Officers intend to develop remote monitoring of vessels further by engaging with technology suppliers to trial gears sensors that will assist in determining when towed gear vessels are engaged in fishing.

D&S IFCA took delivery of a new 7.8 metre RIB, FPV DAVID ROWE in January 2019. The European Maritime and Fisheries Fund provided 62% of the build costs and 90% of the funding for the Forward Looking Infra-Red camera on board. The vessel will provide a more reliable and stable platform to undertake enforcement work. The design will improve crew safety and comfort and the new technologies will improve the likelihood of detecting illegal activities. The vessel improves D&S IFCA's position to develop partnership working with the MMO during 2019.

D&S IFCA's officers will also explore further opportunities for partnership working by discussing with the Environment Agency how to achieve greater use of its RIB based in Alversdiscott, North Devon.

D&S IFCA's officers are also exploring opportunities to develop further the available testing used to identify lobsters that have had their eggs removed. Officers are instructed by NIMEG to identify suitable national testing facilities.

Table 2 Compliance Workstreams

Category	Task	Action	Why?	When?
Effective Enforcement	To monitor Mobile Fishing Vessels using IVMS	To evaluate IVMS data to assess compliance with Permit conditions as an integral part of intelligence led enforcement work.	To provide the better evidence when investigating infringements to permit conditions. To seek to ensure the effective enforcement of legislation.	On going
	To support the roll out of the National IVMS Project	Undertake trials of IVMS units on vessels without an on-board power supply.	To determine whether all vessels can have a fully functioning IVMS on board.	Report to National IVMS project April 2019
	To evaluate the use of gear in gear out technology	To assist with manufacturer's trials of sensors on board trawling and scalloping vessels in the District	The introduction of 'gear in gear out' technology will assist in the determination of whether a vessel is engaged in fishing activities. The requirement for such sensor could be introduced using a permit condition	Initial findings report to Byelaw and Permitting Sub-committee on 15 th August 2019.
	To use lobster scrubbing test kit to identify infringements to local and National Legislation	To identify a certified laboratory to undertake the testing of lobsters suspected of being scrubbed of their eggs. To inspect lobster and crawfish catches on fishing vessels and where scrubbing is suspected samples will be taken for testing.	Lobster scrubbing testing has been identified as a key factor to ensure the success of the investigations that the enforcement team undertake. By outsourcing the testing this will alleviate issues such as chemical storage.	Identify certified laboratory by June 2019. Intelligence led catch inspections throughout the year.
	Review additional Patrol Vessel assets	To assess whether to continue to keep in service the Authority's 6.4m RIB and consider the potential use of EA's RIB based in North Devon	Review is necessary to maximise use of assets and keep within operational budget	Meetings with EA planned for April/May 2019

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Category	Task	Action	Why?	When?
Working Together	To secure agreement for the use of RIB with partner organisations	To develop an MoU with MMO to promote partnership working and make available the use of FPV David Rowe for national requirements	Increase use of the vessel and assist with national enforcement plans to cover the period after the UK leaves the EU.	MoU in place by April 2019
	To follow National Compliance Directives	To ensure IFCA Officers comply with and conduct their enforcement activities within the national frameworks.	This ensures consistent approach in areas of enforcement where both MMO and IFCA's have powers to enforce.	On-going.
	To produce a Compliance and Enforcement Strategy	To identify and document the key components of the enforcement work the IFCA undertakes and the future delivery requirements, whilst developing joint working opportunities.	This strategy fulfils the IFCA's success criteria and provides guidance to fishers and officers on how the D&S IFCA will undertake its enforcement work.	Published annually - July 2019
	Member of Tactical Co-ordination Group	To attend meetings held at IFCA enforcement team and regional level.	This allows the sharing of illegal activity intelligence reports and co-ordination enforcement action.	IFCA meetings 3 weekly. Regional every 4 weeks.
	To maintain a Duty Phone	To ensure the duty phone is carried by officers at out of office times. To document all reports of suspected illegal activity in intelligence reports.	Provide a communication option to report suspicious activity out of office hours and increases knowledge of suspected illegal activity in the District.	On-going.

3.3 Evidence

Evidence gathering is at the core of management decisions for D&S IFCA. The very best available evidence is needed to fulfil the IFCA's duties under Ss.153 and 154 MaCAA. D&S IFCA produces an Annual Research Plan, which sets out the research projects and survey work for the forthcoming year to deliver Success Criteria 3 and 5 and ensure the IFCA manages the sustainable exploitation of sea fisheries resources and delivers marine environmental protection within its District. This evidence section and table 3.3 of the 2019-2020 Annual Plan highlight the key components of the research plan.

Whilst some projects are short term 'one stab' at the evidence gathering, others are part of a long-term evidence gathering strategy, for example the Bass PhD is a four-year research programme to answer several questions relating to bass and how they use the coastal and estuarine ecosystems. There are many on-going research projects such as on-board surveys of the Live Wrasse Fishery and habitat mapping/ground truthing. There are also surveys undertaken on an annual basis, by the Environment Team, such as intertidal mussel bed surveys. Spiny lobster research will come to the fore in 2019-2020 and this will be undertaken in collaboration with the fishing industry, other IFCAs, academia and NGOs.

Partnership working is at the core of the evidence gathering that D&S IFCA undertakes. Much of the research could not be achieved without working with stakeholders, industry members, NGO bodies and agencies such as Cefas, Natural England and the Environment Agency. Collaboration with academic institutes is also key to fulfilling the evidence gathering function of the IFCA. The IFCA is increasingly involved in finfish research and working with a range of respected specialists in this field, which has increased the knowledge of the IFCA and the development of robust research projects.

To fulfil D&S IFCA's High Level Objectives the Environment Team undertakes reactive work such as EIRs, MPA reporting, issuing dispensation/authorisations, attending conferences and events, and giving presentations not only on research topics but on the overall management strategies and achievements of the IFCA. Many coastal and estuary fora meetings, and fishing association meetings are attended where IFCA officers give regular updates on IFCA workstreams. The Environment Team members sit on Defra initiated national groups e.g. Sustainable Fisheries Group, Marine Protected Area Group and Impact Evidence Group, as well as the IFCA Technical Advisory Group and the Hinkley C Marine Technical Forum.

Table 3 – Evidence Workstreams

Category	Task	Action	Why?	When?
Ecosystem Based Fisheries Management	Wrasse On-board Surveys	Officers will undertake on-board data gathering and collect fishermen's' data, transport documents and sales notes. Officers will analyse data, compare results with previous year's data and report to the D&S IFCA in November 2019.	To fulfil the D&S IFCA's objective to have a fully-monitored sustainable Live Wrasse Fishery in its District.	Surveys: May - Oct 2019. Report: November 2019 to inform the comprehensive review of the fishery.
	To investigate and understand the nursery Function and Role of the Severn Estuary	IFCA officers will assist Plymouth University in the collection of monthly samples of fish, using a push net, at various locations in the Bristol Channel.	This will help the IFCA understand impacts to fish populations, which may prevent the function and use of the Severn's ecosystem by juvenile fish.	Monthly surveys undertaken between June 2018 and May 2019.
	To identify the herring stock and spawning areas within the Bristol Channel	IFCA officers will work with researchers to design the project and survey work. Officers will liaise with fishing industry and stakeholders by arranging and attending meetings and steer the project once a lead partner is identified.	This project is part of the North Devon Pioneer Programme, as described in UK's 25 YEP. D&S IFCA will get a better understanding of the use of the Bristol Channel by herring and this will inform its management of this heritage fishery.	Attend four steering group meetings in 2019, and project development meetings / working group meetings when required.
	To develop and complete Bristol Channel Fisheries Research and Management Plans	The IFCA will steer the project. IFCA officers will host the project officer once recruited and will supervise the officer and workload during the delivery of the plans.	IFCA officers designed the project and aided the submission and implementation of funding bid for the short-term (one year) employment of an officer to draft the plans. This project aims to describe the current situation and identify future research requirements, which would enable a move towards regional, EBFM in the Bristol Channel. The resulting Fisheries Research and Management (FR&M) plans will form an important baseline for the North Devon Marine Pioneer Programme and will set the direction for future Pioneer project work, and steer D&S IFCA's future research work in the Bristol Channel.	It is hoped that the position receives funding and an officer is in post in April/May 2019. Five priority species plans to be completed by May 2020. A project report will be produced in 2020.

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Category	Task	Action	Why?	When?
	Sea Bass Conservation UK Project	IFCA Officers will continue to help to engage local stakeholders in the project, participate in workshops and meetings when required, assist with survey design and potentially take part in survey work.	New EMFF funded project on Sea Bass conservation led by Cefas, which will co-ordinate a series of regional workshops to inform stakeholder-led data surveys using a variety of fishing vessels and gears. The results will provide information on local bass spawning areas and stock status and will help determine the regional and seasonal movements of bass. The project will establish local bass mark-ID tagging schemes, where anglers and commercial fishers will be trained in mark-recapture methodology, enhancing stakeholder involvement and improving our understanding of fish behaviour.	Project runs between 2018 and 2020. Project report is expected in 2020.
	Use of <i>Sabellaria</i> by finfish and mapping the extent of <i>Sabellaria</i> in the Severn Estuary	The final phase of the project will involve D&S IFCA officers in survey work to collect the fish species where <i>Sabellaria</i> is present in the Severn Estuary.	This will increase the evidence base for the function of the Severn Estuary as a fish nursery area and identify the adult finfish use of essential fish habitats.	Project completion due in April 2019.
Ecosystem Based Fisheries Management	Severn Estuary Ecological Research Forum (SEERF)	Officers will lead and co-ordinate this forum for active researchers on the Severn Estuary, known as SEERF, which was established in 2018.	D&S IFCA officer set up SEERF in 2019. SEERF enables partnership working towards shared goals, which will support sustainable development and nature conservation and improve our understanding of the ecosystem of the Severn Estuary. SEERF is a group of stakeholders that meet on a non-commercial basis to discuss current or proposed research and monitoring to better understand the ecology of the Severn Estuary area. Since the formation of the forum it has grown in numbers from eight to over twenty and meetings are very well attended.	The first meeting for 2019 was held on 18 th January and two further meetings are planned for 2019.

Category	Task	Action	Why?	When?
	Respond to formal consultations and input into discussions on Direct Cooling for Nuclear Power at Hinkley point C	Officer will input into the Marine Technical Forum of Hinkley Point C, relevant consultations (closed and public) and other related Hinkley meetings and workstreams. Responses will be submitted to appropriate national consultations and discussions. The scale of these responses is likely to be very large and take up a lot of officer time.	D&S IFCA has a non-statutory role on Hinkley C Marine Technical Forum. Using this position, the D&S IFCA believes that it can highlight its concerns over the development of such a significant project and the impact of on the Severn Estuary MPA.	Regular updates will be provided to the Authority during 2019. Consultation response will be completed to the required timescale.
MPA Management	Habitat Mapping T2 MCZ, Possible T3 evidence gathering	Officers will undertake up to ten days of grab and filming survey work within the MCZs, on-board the EA survey vessel. Once the Tranche 3 (T3) MCZs are designated D&S IFCA may need to undertake surveys on these sites to gather evidence to inform MCZ assessments.	As part of the MPA evidence-gathering programme, both Tranche 2 MCZs in North Devon will be resurveyed in 2019 to gather further evidence of the location, extent and character of the designated habitats and features of the site. D&S IFCA and CIFCA have raised concerns over the incomplete evidence available on which to base MCZ assessments and future management. D&S IFCA will need to evaluate the level of evidence already available to inform Tranche 3 MCZ assessments and if this is lacking or incomplete survey work may need to be undertaken.	Survey work to be undertaken March/April 2019. Data will be analysed by Cefas later in 2019. No current timeline for any potential survey work in T3 MCZs.
	Complete M&CPs and monitor activities in MPAs as part of the Monitoring and Control Plans developed in 2018.	Some M&CPs are in draft format and need QA'ing before sending to NE for formal advice and these will be completed this year. Monitoring of activities, as outlined in M&CPs, will be undertaken to gather data, fill gaps and reduce uncertainties that were highlighted in the MPA assessments completed by D&S IFCA. Reports will be produced at the end of the monitoring periods and feed into revisions to the assessments and plans where required.	D&S IFCA officers have developed M&CPs for certain fishing activities in MPAs in the District. The M&CPs are for: Shad interaction with nets in Severn Estuary EMS and Plymouth Sound EMS; cuttle pots on seagrass and towed gear on mud in Torbay MCZ; towed gear on sediment in Lundy SAC; towed gear on sand/sediment Bideford to Foreland Point MCZ and towed gear on rock and sediment in Hartland Point to Tintagel MCZ. They will be used to try and fill the data gaps and uncertainties outlined.	M&CPs will be finished by May 2019. Monitoring will take place throughout 2019-2020 and summary reports will be produced in March 2020.
MPA Management	To complete EMS/MCZ Assessments	Officers will undertake literature reviews, survey work (where required) and complete MPA assessments using evidence gathered from activity and habitat surveys. This will	All fishing activities that take place within MPAs need to be assessed for any likely significant effect, to fulfil the D&S IFCA's environmental duties and Defra's revised approach to managing	Throughout 2019-2020. Skerries Bank and surrounds MCZ

Category	Task	Action	Why?	When?
		include those few HRAs for activities within EMS that remain outstanding, which included bait digging assessments. MCZ assessments for towed gear and scallop dredging Skerries Bank and Surrounds MCZ need to be completed. There are a few MCZ assessments still outstanding for Tranche 2 MCZ and once Tranche 3 MCZ are designated assessment for fishing activities in these sites will need to be completed.	commercial fishing activity.	assessments will be completed by the end of May 2019. A report will be presented at the B&PSC on 15 th August 2019.
	To review access to demersal mobile gear in areas within MPAs, previously closed under precaution.	To undertake an HRA assessment for towed gear and scallop dredges to have access into the part of the Start Point to Plymouth Sound and Eddystone (SPPSE) SAC, which is located at the top of Zone 2 of the IPA chart. Once completed, officers will send the assessment to Natural England and await formal advice. A report will be presented to the B&PSC.	D&S IFCA undertakes assessments of commercial fishing activities under Defra's Revised Approach. Some areas within the District's EMSs were closed to demersal fishing gear in 2014, under the precautionary principle. At that time real-time monitoring of demersal fishing activity in these areas was not possible. D&S IFCA will assess whether the area at the top of Zone 2 in the IPA chart, which lies within the SPPSE SAC, can be opened up to demersal gear vessels. However, access depends on the ability to confidently use VMS and VMS to monitor the activity of demersal gear. This will be dependent on the outcome of the forthcoming appeal to a prosecution brought successfully with the use of IVMS.	Assessment will be completed by end of May 2019. A report will be presented at the B&PSC on 15 th August 2019.
	To monitor Potting in Plymouth Sound in or close to Seagrass beds	Officers will conduct six patrols and data will be mapped and feed into amendments to HRA	As part of the on-going monitoring of fishing activity, information on the location of pots close to or located within the seagrass beds within the Plymouth Sound and Estuaries EMS will be gathered.	Patrols to take place throughout 2019-2020.
	To monitor Spiny Lobster abundance in T1 & T2 MCZ / District wide	Officers will continue to gather data from members of the fishing industry and work with divers and SeaSearch to gather data on sightings, locations and distribution of spiny lobsters in the District. Locations of lobster sightings will be mapped in GIS. Officers will	Spiny lobster is a feature of three MCZs in the District and has a recover conservation objective. Spiny lobster fisheries existed in the past and were of significant value to the fishing industry. There appears to be a recovery of the populations across the District and there are increased	Data collection is to continue throughout 2019. the B&PSC will be updated on findings throughout the

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Category	Task	Action	Why?	When?
		collect landings data from the MMO and investigate trends in the landings for the fishery.	landings into ports in the District. Monitoring of the fishery is important to provide vital information for future management considerations.	year.
	Morphometric and tagging surveys of Spiny lobsters in the D&S IFCA District.	D&S IFCA will work with the fishing industry, researchers from academic institutes, other IFCAs and NGOs to undertake collaborative research on the populations of spiny lobster in the D&S IFCA District. This work may involve gathering morphometric data through on-board surveys, undertaking tagging of spiny lobsters and taking swimmerets clips to undertake genetic analysis. Fishing vessels will be chartered to undertake survey work.	There is concern that the continued apparent recovery of spiny lobsters in the District and in the SW may lead to an increase in fishing pressure and there is a need to avoid a boom and bust fishery. Greater knowledge of the species, its movements, population structure, morphometrics, size class distributions and continued recruitment is needed to ensure the appropriate management measures are introduced to protect the species where applicable and ensure a well management viable and sustainable fishery.	Throughout 2019
Species Knowledge & Management	To assist the Bass PhD - Tagging & Acoustic Monitoring & Steart Sampling	Officers have a formal supervisory role on the PhD panel, giving advice and input on survey design and management needs. Officers will help introduce the PhD student to relevant stakeholders, thereby supporting the PhD bass workplan. Officer will also be involved any further fish surveys at Steart.	There are two key areas of work within the D&S IFCA funded Bass PhD, which will be undertaken this year and continue until 2020: 1. Small fish surveys of Steart Managed Realignment in Somerset; 2. The Immature Bass Acoustic Stock Surveillance (I-BASS) project' which involves acoustic tagging of bass in estuaries and deployment of arrays of acoustic receivers to investigate movement within and in and out of estuaries.	2018-2020
	To undertake Salcombe Scallop Fishery Stock Assessment	Officers will plan the survey work, liaise with fishermen, undertake on-board surveys before during and after the fishery opening to collect data on all catches and location of the tows. Officers will report their findings.	A highly restricted scallop fishery exists with the Salcombe Estuary between mid-December and mid-March each year. Fishermen submit landings data. For the 2012/2013 fishery pre-, during and post-fishery on-board scallop stock surveys were undertaken to assess the stock levels. This was the baseline study and for 2019/2020 fishery a repeat of this survey will take place to compare the stock between this period and before and after this year's fishery.	Onboard survey between December 2019 to March 2020. Collect fishermen's landing logs in April 2020. Report available end by June 2020.

Category	Task	Action	Why?	When?
	To assess bycatch from the SW Crab and Lobster Fisheries - Fisheries Improvement Plan (FIP)	Officers will continue to sit on the steering group of the FIP and input into the project as a regulator in the area of the FIP. Part of this work will be evaluating the different management measures in place for the crab and lobster fisheries in the South West.	Potting for edible crab and lobster is mainly, but not exclusively, an inshore fishing activity undertaken throughout the SW of England. The pre-assessment considers that, whilst there are a number of management measures already in place, including the availability of stock status reference points, these do not form a coherent, integrated harvest strategy. The main actions, under certain assessment principles, therefore seek to address this, and further develop adaptive management mechanisms that makes management more responsive to the status of the stock.	Three meetings with project team April 2019 to September 2020.
	To assess mussel stocks in the Taw Torridge Estuary and monitor the distribution of mussels in the Exe and Teign Estuaries.	Officers will plan and undertake all survey work, analyse data and report findings to the B&PSC.	Mussel surveys on the Taw Torridge Estuaries take place annually to assess the stock levels. The data collected will be analysed to investigate the food availability to the bird populations that use the estuaries. Monitoring of the mussel beds in the public fishery part of the Teign and Exe Estuaries will continue to be assessed to determine if mussels have recolonised the beds that have seen a huge decline in recent years. Results will inform the development of the Hand Working Byelaw, and to determine if the temporary closures of the beds on the Teign and Exe continues to be required.	Surveys will take May to November 2019. Report by February 2020.
	To determine the Spawning Season for Whelks	Additional data collected in 2018 will be used to update the analysis previously undertaken. A supplementary report will be produced showing the additional analysis and will be considered in a further review of management measures for this fishery.	On request of the B&PSC further whelk samples were taken in December 2017 and January 2018 to fill a data gap to determine the whelk spawning season for the North and South coast fisheries.	Analysis to be completed and supplementary report will be produced by the end of May 2019.

Category	Task	Action	Why?	When?
Habitat Research and Management	Habitat Mapping in Lyme Bay - Reef and rock features outside the established monitoring sites used for the Lyme Bay studies.	Natural England has planned survey work as part of the Marine Protected Areas Group's survey plan for 2019-2020. This research will gather further information on the location of these habitats in the Lyme Bay part of the Lyme and Torbay SAC. This will involve EA's drop-down video, or the flying array system used by D&S IFCA either on-board the EA's vessels or D&S IFCA's SV BlackJack. D&S IFCA officers will contribute to this work and take part in surveys.	This work is being undertaken by Natural England to gather further evidence of the location of habitats and reef/ rock features outside the areas already closely monitored by Plymouth University and funded by Defra. The justification for this work is to that more data is needed to support management measures.	If this project receives funding it will take place in 2019-2020.
	Torbay MCZ Seagrass Survey	2019 is the year when the sub-tidal seagrass in Torbay MCZ is planned to be surveyed by D&S IFCA officers on board the SV BlackJack, as has been undertaken in 2012, 2014, 2016 and 2017. Natural England is also considering undertaking drop-down video and echosounder survey of the seagrass in the MCZ if funding is available. To avoid duplication D&S IFCA officers will liaise with NE and share resources to undertake this survey.	The Torbay seagrass survey takes place every two years and informs the management of demersal mobile fishing gear within the MCZ. The extent of the beds is needed to ensure the current management measures protect the seagrass feature of the MCZ.	Between May and October 2019.
Species Behaviour	Trialling seal deterrents in Torbay	Officers will investigate the current research being undertaken on the use of seal deterrents on fishing gear and work with researchers to trial deterrents on the nets used by fishermen within Torbay.	Fishermen in Torbay have raised concerns about the number of interactions they have seen with seal in and around their fishing nets. Currently this has involved their catch being eaten and one reported incident of entanglement' from which the seal swam away. There are currently a large number of seals now located in the Bay. Fishermen have contacted Devon Wildlife Trust with their concerns, who have subsequently been in touch with IFCA officers. There has been some research on the development of seal deterrents and officers will engage with consultants and other researchers to see if it is possible to trial deterrents on nets within Torbay.	Throughout 2019-2020.

3.4. Internal Process

Internal Process is an often overlooked but an increasingly important workstream for D&S IFCA. This umbrella term incorporates a number of key areas of work in 2019-2020:

- **Compliance with internal Systems (Information Management Plan)**
- **Communications**
- **Policy**
- **Staff**
- **Finance**

Following a major overhaul over the last two years, D&S IFCA now has an improved internal process. The underpinning information, management and internal systems, and how staff (and members) adapt to new systems in place, are all key elements for the successful delivery of the overall aims.

Effort will be needed in 2019/20 to maintain the approach taken to date and to monitor the effectiveness of the internal processes that have now been adopted. The use of specialist advice, and the services they provide, will be required during 2019/20.

External support will be used to monitor specific aspects of internal process. This will include the approach taken for data protection and the multiple policy documents that set out our commitments and standards to achieve.

The communications strategy and the involvement of staff delivering communications is another example where constant review, and potential refinement, will help to meet the expectations of staff, D&S IFCA members and stakeholders.

Efforts will continue in relation to development and maintenance of the website. The use of this communication tool is a key aspect of D&S IFCA communications strategy and the Authority's commitment to transparency with information. After initial development, and heavy loading of documents into the website resource library, this interactive publication scheme will expand throughout 2019/20. Documenting and presenting evidence and information is not only a vital component of decision-making processes, but also demonstrates the achievements of the Authority over a prolonged period.

The mixed type of working within the Internal Process category and the specific tasks related to aspects of it are highlighted in Table 4.

Table 4 – Internal Process Workstreams

Category	Task	Action	Why?	When?
Information Management System	To internally monitor the implemented filing structure	Establish an internal monitoring program for the introduced internal filing system and review periodically access level to the sensitive files. Where relevant, the security measures applied as defined in the Data Protection Register will be refined or adapted.	The D&S IFCA needs to monitor the correct use of the system implemented for data handling to deal with GDPR, FOI, EIR and publications and to ensure it is used effectively for the IFCA's needs.	Plan introduced by end of June 2019 to coincide with first internal audit.
General Communication	To review and update the D&S IFCA's Communications Plan 2019/20	The existing communications plans will be reviewed.	To ensure the IFCA implements effective communications	Options considered by end of June 2019.
	To complete the primary display pages on the D&S IFCA website	Environment officers will continue to develop the content of the Environmental/Research website display pages and prepare all the information needed to be inputted onto the website.	D&S IFCA's primary communication tool is the website.	Display pages prepared and developed by end of June 2019. Pages to be active on website by end of July 2019.
	Staff to contribute to the delivery of the Communications Plans	All officers to highlight completed work that is suitable for publication.	The Website Resource Library acts as the D&S IFCA Publication Scheme. Accountability and transparency are required. The information that is used in decision making processes must be published. Information also highlights D&S IFCA achievements over longer term.	On-going.
		Officers to provide summaries of their day to day activities to be used to publicise the work of the D&S IFCA.	Due to the complexity of the work carried out by the D&S IFCA and the in-depth knowledge of the subject matter, the responsibility for drafting articles fall on staff	On-going

Category	Task	Action	Why?	When?
			members. There is a reliance on officers, to identify stories draft information and produce articles that can be posted on the website and social media.	
	To review the content and display of website	Officers will maintain and update the Information Management System as this is reflected in the resource library of the website.	The content and display of the website must be reviewed every month to encourage greater use of the website as a resource.	Each month.
Specific Communications	Bait Digging Consultation	Officers to prepare information and to conduct communication campaign to support collection of information & evidence. Various communications initiatives are used including Mail Chimp and surgery sessions	Engagement can aid collection of evidence and information that is then used by B&PSC. Preparation of information needs an understanding of the subject matter.	Call for Information (Bait Digging) completed by 26 th April 2019.
	Hand Gathering Consultation	Officers to prepare information and to conduct communication campaign to support collection of information & evidence. Various communications initiatives are used including Mail Chimp and surgery sessions	Engagement can aid collection of evidence and information that is then used by B&PSC. Preparation of information needs an understanding of the subject matter.	Call for Information (Hand Gathering) completed by 26 th July 2019.
	Diving Permit Conditions Consultation	Officers to prepare information and to conduct communication campaign to support collection of information & evidence relating to proposed changes in Diving Permit Conditions. Various communications initiatives are used including Mail Chimp and surgery sessions	Consultation must be undertaken during a review of permit conditions. Specific items have been agreed to be subjected to consultation.	Call for Information (Diving Permit Conditions) completed by 26 th April 2019.

Category	Task	Action	Why?	When?
	Potting Permit Conditions Consultation	Officers to prepare information and to conduct communication campaign to support collection of information & evidence relating to proposed changes in Potting Permit Conditions. Various communications initiatives are used including Mail Chimp and surgery sessions	The proposal is to allow potting permit holders to be able to use fish, that is subjected to the landing obligation, as bait.	Call for Information (Potting Permit Conditions) completed by 26 th April 2019.
	Exemptions Byelaw Consultation	To use various communications including newspaper advertisement as part of formal consultation.	Byelaw making requirement	Formal consultation to be completed by 28 th June 2019.
	Mobile Fishing Permit Byelaw Consultation	Mobile Fishing Permit Byelaw (& permit conditions): Officers to prepare information and to conduct communication campaign to support collection of information & evidence relating to proposed changes in Mobile Fishing Permit Byelaw (& permit conditions). Various communications initiatives are used including Mail Chimp and surgery sessions	Consultation must be undertaken during a review of Byelaw and/or permit conditions	Call for Information/Consultation completed by 31 st October 2019.
	Temporary Closure of Shellfish Beds Notification	Officers to prepare information including potential use of signs to highlight closed public beds in the Teign & Exe Estuaries. Various communications initiatives are to be considered.	A requirement to notify stakeholders and to promote compliance with closure.	Information circulated by end of April 2019.
Policy	To refine internal systems & all Data Protection Policy (and Standards)	D&S IFCA to seek and identify suitable out sourced support to examine internal systems and documented policy and standards. D&S IFCA will need to appoint a Data Protection Officer for specialist work.	The D&S IFCA has a legal duty to comply with the introduction of GDPR and other regulatory requirements relating to data.	External consultants appointed to carry out data handling review July 2019.

D&S IFCA Documentation

Category	Task	Action	Why?	When?
	To review Health & Safety Policy	Officers will review Health & Safety policies and draft new Standard Operating Procedures (SOP). Officers will identify suitably trained external consultants to review the D&S IFCA's documentation and practices.	The D&S IFCA must comply with regulatory requirements including making the working environment and practices as safe as possible for all members of staff	External consultants appointed by May 2019 to carry out review of policies, SOPs and Risk assessments.
	To produce comprehensive minutes of D&S IFCA meetings	Officers to take comprehensive notes and produce the initial draft minutes for circulation among the D&S IFCA's members as soon as possible.	Minutes are taken at both Full D&S IFCA and Sub-Committee Meetings. Content to be expanded in the interests of transparency to better demonstrate all decision-making.	Draft minutes produced within 2 weeks of each meeting.
	Production of an Annual Report	Officers will produce an Annual Report	S.178 Marine and Coastal Act 2009 states that D&S IFCA must complete an Annual Report.	Annual Report submitted to Defra by November 2019.

4. Annexes

<u>Annex 1</u>	D&S IFCA Metrics
<u>Annex 2</u>	Budget Summary
<u>Annex 3</u>	Success Criteria
<u>Annex 4</u>	Risk Assessment Matrix
<u>Annex 5</u>	Abbreviations and Definitions
<u>Annex 6</u>	Staff Structure