

D&S IFCA's Byelaw and Permitting Sub-Committee

1. Purpose

This Agenda item calls for the appointment of the B&PSC, and to review and agree the updated B&PSC Terms of Reference, which are included in this paper.

2. Actions

Members are asked to:

1. **Agree to the membership of the B&PSC**
2. **Review and agree the updated B&PSC's Terms of Reference**

3. Membership of the B&PSC

D&S IFCA has a Byelaw and Permitting Sub-Committee (B&PSC). The members of the sub-committee are responsible for overseeing the review of the inherited byelaws, development of new byelaws and considering changes to the management measures set out in the permits issued under the new byelaws. The following members currently serve on the Byelaw and Permitting Sub-Committee:

Cllr Linda Hellyer	Ms Rachel Irish
Cllr Jonathan Hawkins	Mr Jim Portus
Prof. Mike Williams (Chair) (ex officio)	Ms Sangeeta McNair
Mr James Marsden	Mr Andrew Wray
Mr Simon Toms	Ms Felicity Sylvester
Mr Dave Morgan	Mr Jim Masters
Mr Stephen Gledhill	Cllr Ian Hall (ex officio)
Mr Jon Dornom	
Mr Dave Saunders	

Recommendation:

1. **That all the current members of the Byelaw and Permitting Sub-Committee are willing to stand for a further twelve months and should therefore be re-appointed *en bloc***
2. **That all other MMO appointed General Members are invited to sit on the B&PSC for a period of twelve months**

4. Terms of Reference

Byelaw and Permitting Sub-Committee

Terms of Reference

Name

The Committee shall be known as the Byelaw and Permitting Sub-Committee (B&PSC) of Devon and Severn Inshore Fisheries and Conservation Authority (D&S IFCA)

Membership

The B&PSC shall comprise of at least 14 members, including two representatives of the funding Authorities and two Statutory Appointees (one representative from Natural England and one representative from the Environment Agency).

- *The Chair and Vice-Chairs will be ex-officio members of the B&PSC.*
- *Other members may be co-opted as and when this is considered to be appropriate.*
- *Any member of D&S IFCA may attend a meeting as an observer.*

Quorum

Six members from the total membership are required at any meeting of the B&PSC for it to be quorate and allow voting to take place.

Chairing the Sub-Committee

The B&PSC will appoint a Chair and Vice Chair at its inaugural meeting and at the first meeting following the Annual meeting of D&S IFCA each year thereafter.

Functions

The role of the B&PSC is fundamental to the work of D&S IFCA. D&S IFCA reviews different fishing activities with a view to introduce appropriate management, which can also include the development of new byelaws. The primary function of the B&PSC is to support the delivery of this task so D&S IFCA is able to complete its functions as set out in Sections 153 and 154 Marine and Coastal Access Act 2009. Core work includes:

- ***Reviewing the management of fishing activities***
- ***Reviewing the effectiveness of existing legacy byelaws***
- ***Where appropriate highlight amendments to existing byelaws***
- ***Create new byelaws***
- ***Create permit conditions to accompany new permitting byelaws***
- ***Review and amend existing permit conditions***

Delegated Powers

The Authority shall delegate powers to the B&PSC to complete the required functions. Although officers can and will provide technical advice, they will not take decisions at any time.

Role of Members

Members will:

- *Provide a channel of communication between B&PSC and their host organisations.*
- *Provide technical expertise and knowledge to B&PSC to inform and support decision making.*
- *Keep B&PSC informed of their host organisations' policy initiatives and position.*
- *Provide support to the IFCA senior officers in their work for the Authority.*
- *Notify officers if they are unable to attend scheduled meetings*

Members will be expected to play an active and participative role in all business associated with B&PSC which may include, from time to time, written input.

Frequency of meetings

At least four meetings will be scheduled in advance per calendar year. Additional meetings or emergency meetings can be arranged at a frequency determined by officers in order to undertake the level of work required in order that the D&S IFCA fulfils its legal responsibilities.

Sub-Committee Support

Support will be provided by D&S IFCA's officers and its administrative support team who will be responsible for collating and circulating agendas, minutes and all required office papers to members in advance of meetings.

Recommendation:

3. That members review and agree the Terms of Reference.