

Association of IFCAs Annual Plan 2013/14

The way forward:

The Association is now in a strong position to represent the IFCAs up until the end of the first four year period which ends April 2015. The aims and objective set out in the 2012/13 remain the bedrock of the Association going forward but there are some issues that are now rising to the top of the agenda and these will form the highest priority.

- Sustainable funding of the IFCA model post 2015. With the Defra Comprehensive spending review now complete, adequate funding for the IFCAs beyond April 2015 becomes a top priority for the Association.
- Related to the above, the Association needs to investigate alternative funding for the IFCAs (such as EMFF and other EU routes). Members have asked the Association to raise the importance of this issue.
- Feedback to Defra of individual IFCAs stakeholder engagement where the regulatory framework compromises the IFCAs ability to achieve its vision.
- The Association is project managing the Defra EMS capital equipment funding project (£306k) which needs to be completed by July 2013.
- Implement the Communications plan and input to the Defra MPA communications package.
- Continue to represent IFCAs across national projects but in particular:
 - MPA implementation – including EMS and MCZ
 - CFP – and in particular the plans for regionalisation and the discard ban
 - MSFD – UK plans to implement MSY for all commercial species (including shellfish) by 2020
 - WFD

Budget for 2013/14

| | 2011/12 Budget | 2012/13 Budget | 2013-14 Budget | Comments |
|--------------------------------------|----------------|----------------|----------------|---|
| Salaries | 38255 | 71300 | 77000 | Increase to Admin assistant as will be for a full financial year plus proposed increase from 1 to 2 days per week |
| Expenses | 10500 | 13000 | 9000 | Reduced in line with potential out turn but allowing for increased visits to IFCA's etc |
| Venues for meetings | 7000 | 7000 | 7500 | increase to take into account additional Directors meetings in line with changes to the Articles & COG meetings |
| Consumables | 3500 | 3100 | 1500 | reduced as capital expenditure completed (laptops) |
| Membership, subscriptions, insurance | 5250 | 4100 | 3955 | Decreased slightly |
| IT Maintenance and Support | 2100 | 1000 | 1000 | Stand still |
| Communications | 1400 | 10000 | 6500 | Reduced as per out turn. |
| Accountancy | 0 | 3000 | 3000 | No change - essential service |

| | | | | |
|---|--------------|---------------|---------------|---|
| Business Support including Legal/ HR and Bank Charges | 1983 | 1500 | 8000 | Increase to include likely increase in legal advice - Note any substantive legal costs would need to be billed to IFCA's on agreement with Directors (eg use of QC etc) |
| 3rd party review of CEO post | 0 | 2000 | 0 | Removed |
| Office Provision for CEO and AIFCA | 0 | 3406 | 1906 | Reduced due to good deal with Suffolk CC |
| | | | | |
| Total | 69988 | 119406 | 119361 | |

2013/14 annual plan

Blue – carried forward from Annual Plan 2012/13

Orange – modified for 2013/14

Green – new for 2013/14

Success Criterion 1: IFCA's have sound governance and staff are motivated and respected.

| Action | Intention | Performance indicator | By when |
|---|---|--|----------|
| (1.1) Consolidate Association Governance: Agree Working Group membership. | Written Association Governance (articles of Association) agreed with Board – agreed membership of Working group | Articles of the Association are reviewed annually. Association governance published end May 2013. | Annually |

| | | | |
|---|--|--|---|
| (1.2) Detailed Association budget agreed. | Detailed 2013/14 budget agreed with Board | Detailed budget agreed and delivered at or below budget. Progress against budget reported at quarterly Board meetings. | Annually – 2014/15 proposed budget brought forward to Autumn 2013 |
| (1.3) Develop staff appraisal system | Staff appraisal system introduced to measure standard of behaviour toward and interaction with stakeholders, general public and officers/staff of partner organisations. | Staff appraisals will have been undertaken with Chair/vice chair and Association working group on an on-going basis and reported quarterly | review of process for 2013/14 now in place. |
| (1.4) Development and production of an Association Annual Plan | To produce an annual plan | Publish Annual Plan (paper copy and on website) by end May 2012 | Annual |
| (1.5) Development and production of an Association Annual Report including financial statement. | To produce an annual report of high quality using external support as appropriate | Publish Annual Report on website by end of June 2012 | Annual |
| (1.6) Produce quarterly CEO reports | Report to the Association Members progress against work plan | Produce papers 5 working days before Board meetings – provide action minutes within 5 working days of Board meeting | Quarterly |

Success Criterion 2: Evidence based, appropriate and timely byelaws are used to manage the sustainable exploitation of sea fisheries resources within the District

| Action | Intention | Performance indicator | By when |
|---|---|--|-------------|
| (2.1) Association project manage and complete Defra EMS capital purchase project (£306k) | Provide funding for IFCA's following purchase of £306k of capital equipment. Provide audit trail for Defra/IFCA's Track and report back to Defra/IFCA's on effectiveness and value brought by project | Full audit trail completed Report to Defra/IFCA Directors Report of effectiveness to Defra/IFCA's produced | End 2013 |
| (2.2) Seek additional funding from Defra to cover some or all of the Overspend by individual IFCA's regarding (2.1) above | Seek additional funding | Funding approved | Autumn 2013 |
| (2.1) Input to IFCA's on policy issues impacting on byelaw revision working with membership and MMO and Defra guidance. | On-going policy scanning to inform IFCA's of national policy changes and horizon scanning | Up to date information provided to IFCA's – reported quarterly to Association Members and Board of Directors | Ongoing |
| (2.2) Report on national progress on byelaw review progress | Provide a national overview of IFCA progress against Success Criteria 2 | Publish annual report on the Association website | Annual |

Success Criterion 3: A fair, effective and proportionate enforcement regime is in place

| Action | Intention | Performance indicator | By when |
|---|--|---|---------|
| (3.1) Engage and improve effectiveness with National Enforcement Strategy Group | Inputs to National Enforcement Strategy Group any likely or actual changes to policy that might impact on enforcement matters. | IFCA national issues raised at enforcement meetings – | Ongoing |

Success Criterion 4: IFCA's work in partnership and are engaged with their stakeholders

| Action | Intention | Performance indicator | By when |
|---|---|---|----------|
| (4.1) Work with partner organisations to agree national MOUs, outline ways of working and sharing of information. | Production of practical and workable national MOUs with partner agencies. | MOUs will have been agreed and adopted and reviewed annually. | Annually |
| (4.2) Engage with stakeholders and feedback to Defra where there are concerns over the current legislative and regulatory framework and the IFCA's ability to "ensure healthy seas, sustainable fisheries and a viable industry". | To assist the IFCA's in their ability to deliver the vision | Stakeholder feedback | Ongoing |
| (4.2) Engage with NGOs and | Raise awareness of NGOs | Better relations with | Ongoing |

| | | | |
|---|---|---|---------|
| other interest groups to promote the IFCA role and seek common visions and ways of working together: Maintain meetings spreadsheet on website | and other stakeholders regarding the new duties of the IFCA's and the role of the Association | stakeholders. Reduced risk of third party challenge | |
| (4.3) Actively engage with partner organisations and Defra | Ensure IFCA's are fully involved in inputting to policy decisions - | Maintain membership of relevant Boards and steering groups – provide regular updates to the IFCA's and the Association Board. | Ongoing |
| (4.4) Reviewed stakeholder and communication strategy/plans completed by May 2013. | Development of a proactive Communications and Engagement Strategy. | Communications and Engagement Strategy is developed and approved by Board. | Ongoing |
| (4.5) Respond to Consultations as appropriate. | Agree with Directors of the Association relevant consultations and respond. | Consultations responded to by the due date and placed on Association website. | Ongoing |
| (4.6) Produce National Association Policy statements on a range of issues. Eg Recreational Sea Angling and Marine Protected Area management. | Agree high level national statements regarding key policy areas. | Publish on Association website and use in Communications strategy | Ongoing |
| (4.7) Work with Partner | Using skills and expertise of | Association to engage with | Ongoing |

| | | | |
|----------------------------------|---|--|--|
| organisations on joint projects. | individual IFCA's to facilitate partnership arrangement | Partners to deliver joint projects – eg Project Inshore. | |
|----------------------------------|---|--|--|

Success criterion 5: IFCA's make the best use of evidence to deliver their objectives

| Action | Intention | Performance indicator | By when |
|--|---|--|-----------|
| (5.1) Work with Chief Officers Group (COG) and Technical Advisors Group (TAG) to assist IFCA's with their research programme. Involve COG and TAG in Implementation of policy revisions. | Consider using Association funding as seed money for national research programmes in order to attract external funding | Use the Association as a vehicle for communications of any national funding opportunities. | Ongoing |
| (5.2) Work with partner organisations through working groups. Eg MPA project board and MSFD steering group | Ensure IFCA interests are fully represented at national level and that relevant information is passed on to the IFCA's. | Updates are included in CEO quarterl reports to the Association. Important information is immediately sent out to Directors. | Quarterly |

Success criterion 6: IFCA's support and promote the sustainable management of the marine Environment.

| Action | Intention | Performance indicator | By when |
|---|--|---|---|
| (6.1) Ensure Association and IFCA input to the CSR and funding process for IFCA's beyond April 2015 | Engage with Defra to ensure sustainable funding of the IFCA's beyond the first four year period and beyond the | Full engagement with Defra and appropriate bodies by December 2013 with the aim of securing the future of the | End of 2013/14 and ongoing until April 2015 |

| | | | |
|---|---|---|---------|
| | ending of new burdens funding | IFCA model | |
| (6.2) Incorporate sustainable management of the marine environment in the Association communications plan | To raise awareness of the IFCA role in promoting sustainable management of the marine environment | Enhanced awareness of the IFCAs and their role. | Ongoing |

Success criterion 7: IFCAs are recognised and heard

| Action | Intention | Performance indicator | By when |
|---|---|---|---------|
| (7.1) Effectively engage with national government and partner organisations. | The Association is created, consolidated and well run, to represent the interests on a collective and national basis. | The Association engages with the Members and Directors to ensure continued good governance and direction of the Association of IFCAs. | Ongoing |
| (7.2) Arrange/attend regular liaison meetings and ad hoc joint or collaborative activities. | Efficient and effective partnership working is embedded into the all IFCAs (and partner organisations). | Regular liaison meetings will be set up and held throughout the year as appropriate. | Ongoing |
| (7.3) Association website updated quarterly. | Website re-launched April 2013. Content being radically updated. Website is kept up to date with relevant | Records kept showing AIFCA website is reviewed and updated quarterly. | Ongoing |

| | | | |
|--|---|--|--|
| | information and all forms are available for stakeholders to access. | | |
|--|---|--|--|

Conclusion:

With the Association approaching the end of its second year and the Chief Executive having been in post for eighteen months, considerable progress has been made.

The changing priorities of the UK Government, often driven from Europe and coupled with pressure from a variety of stakeholders have led to changing goalposts for the IFCA's and the Association.

The change in emphasis towards the IFCA priorities has led to the Association channelling more resources towards the implantation of MPAs and the ongoing sustainable funding of the IFCA's.

In addition the Association has tightened its governance with a new Members Forum supported by a Board of Directors replacing the single Association Board meetings which did not entirely meet requirements of companies' law.

The Association seeks to continue to support the IFCA's into the future by representing them at a National level and ensuring the IFCA's are both seen and heard as well as playing a full part in the delivery of marine management.