

Association of IFCAs Annual Plan 2016/17

Introduction:

The IFCA Vision

“IFCAs will 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”.

- The IFCAs vision aims to achieve the intentions of the Marine and Coastal Access Act (2009) (MaCAA) sections 153 and 154, and wider UK and EU marine legislation and national strategies; it summarises the core role of the IFCAs as the new lead inshore regulators out to six nautical miles.
- The IFCAs and the Association are dedicated to putting local communities first, with the Association supporting the IFCAs at a national level.
- Seven Success Criteria (SCs) and multiple High Level Objectives (HLOs) were established for the IFCAs’ first 4 years to steer work streams towards achievement of the IFCA vision. Following a review in 2015 these have been revised to form five new success criteria which align to the Defra Marine Plan
- The Minister has recently announced the extension of Defra “new burdens” funding until the next Comprehensive Spending review in 2020 and has shown considerable support for the IFCA model.
- All 10 IFCAs are members of the Association of IFCAs (AIFCA). AIFCA acts in a representation, co-ordination and communication role for the IFCAs; it has no statutory or regulatory function. AIFCA provides a national platform for two-way communication between the IFCAs with their local and regional issues and Central Government.

Structure and Role of the Association

The Association was incorporated as a private limited company no 7678190 on 22nd June 2011 and is registered for VAT.

The Company is governed by Articles of the Association, adopted at inception and modified on advice in March 2013, and formally adopted by the Directors of the Association on 11th April 2013.

The Association has ten Members (the ten IFCAs) plus two associate Members, Guernsey and the Isle of Man.

The Association is governed by twelve Directors, nine from the IFCAs, plus the Chairman, the Vice Chairman and the Chief Executive Officer.

The Association currently employs one Chief Executive full time and an Administration and finance officer part time (two days per week).

The Way forward:

Following the completion of the Defra Comprehensive Review and the extension of Defra funding for the IFCAs until 2020, Defra is carrying out a series of reviews including that of the Defra Marine Function. The output of this review, which includes IFCAs within scope, will greatly influence the direction and priorities for the IFCAs and hence the Association of IFCAs.

Priorities for the Association:

Short term priorities:

1. Ensure that the IFCAs are fully represented at the Marine Review
 - a. Chair or Chief Executive of the Association are attendees at the marine review project board meetings
 - b. The Chief Officers of the IFCAs are fully engaged with the review progress – in particular that they are represented in the relevant work streams
 - c. The Association Members are informed of progress as appropriate

2. Continue to engage with stakeholders
3. Continue to promote IFCA activities and in particular progress in delivering a well-managed network of Marine Protected Areas by the end of 2016

Medium/long term priorities:

4. Explore alternative funding possibilities:
 - a. The Association continues to engage with the Minister and Defra regarding appropriate funding beyond 2020.
 - b. The Association engages through the EMFF Programme Management Board and the EMFF control/enforcement project board.
 - c. The Association, supported by the Chief Officers Group ensures that IFCA priorities are fully represented in bids to the EMFF
 - d. The Association explores other EU funding opportunities
 - e. The Association works with the Chief Officers Group to explore other commercial opportunities at a local and national level

Role and Achievements of the Association to date:

The first five years of the Association has culminated in the achievement of our primary target – namely the continuation of the Defra component of the IFCAs funding until 2020. This has been achieved by:

- Raising the profile of the IFCAs and the Association:
 - Engaging regularly with the Minister
 - Engaging on a daily basis with Defra and Defra family
 - Creating, publishing and launching the IFCA 2011-2015 Achievements and Success in Delivering Fisheries and Conservation Management booklet
 - Engaging with a wide range of stakeholders
 - Ensuring that IFCAs are fully represented at a policy making level including regular and consistent attendance at project boards etc.
 - Moving the IFCAs from being “just another stakeholder” to being equal at the table with other Defra marine bodies.

Facts and figures – 2011-2015:

Income:

10 core members - £13k to each IFCA from Defra – membership fee £12k (£7k in first part year). Costs fully covered by New Burdens funding. No increase in membership fees in first five years.

2 associate members – Guernsey from 2012, Isle of Man from 2015 £750 each per year

Total income to Association 2011-2015: £554k (£111K per year)

Total income to IFCAs to fund AIFCA from new burdens: £650k (£130k per year)

New Burdens extension to 2016 £3,000k

New Burdens extension to 2020 £12,000k

Capital contribution to IFCAs: 2012/13. £307k

Capital contribution to IFCAs 2013/14: £337k

iVMS funding from Defra £60k

Capital contribution to IFCAs 2014/15: £70k

Revenue contribution to IFCAs 2015/15: £300k

Total: £16,074k or £16,074 k

2016/17 Budget:

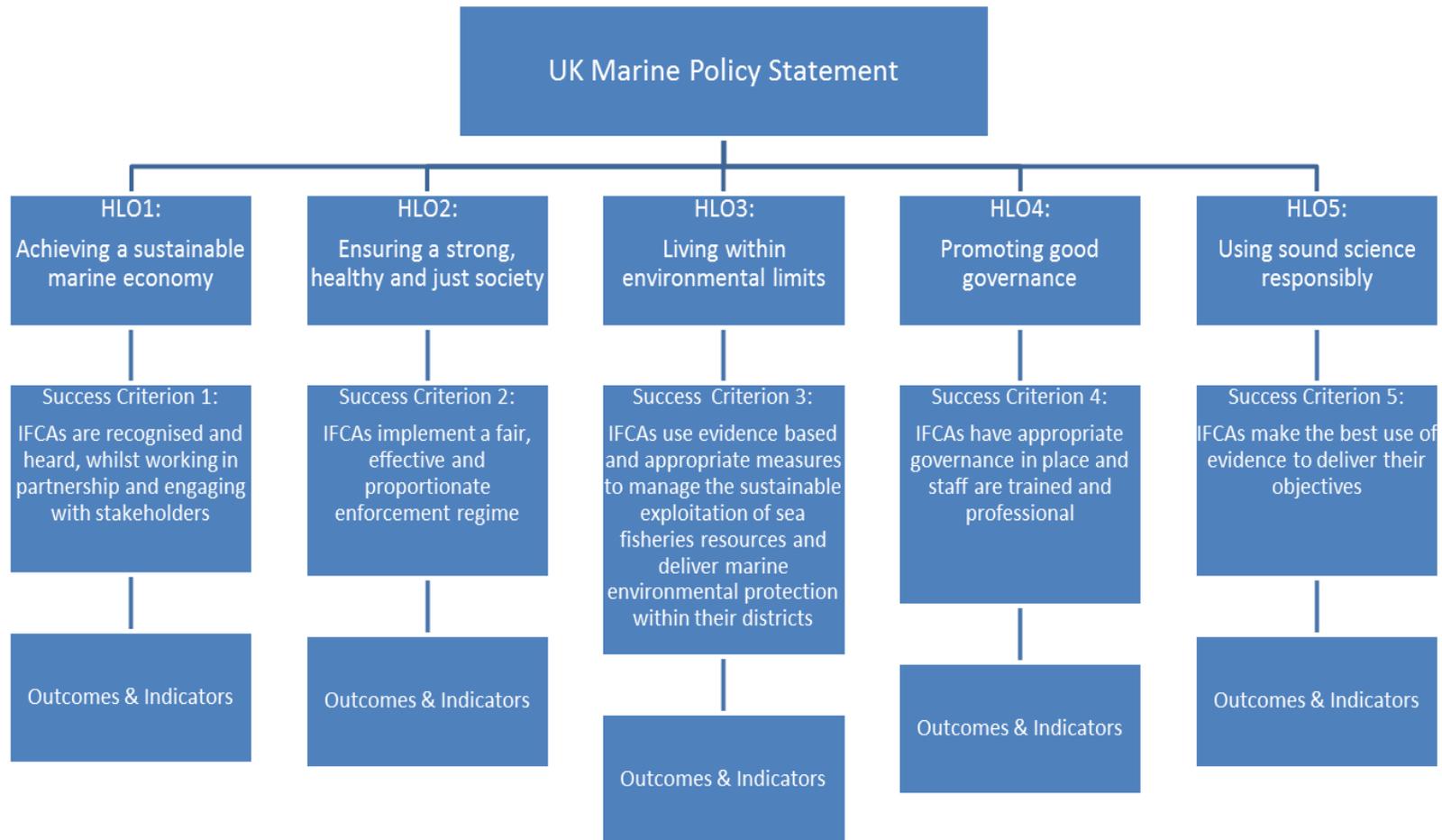
The 2016/17 “stand still” budget was approved at the December 2015 Members’ Forum and Director’s meetings and is based on continuing the £12k member’s contribution following the announcement of future funding to 2020. In addition the Association currently receives £1.5k from associate members

	<i>2015/16</i>	<i>2016/17 stand still option</i>
Office Provision and Business Use of Residence	1000	1000
Salaries including HMRC and Pensions	85000	85000
Telephone costs	800	1500
Printing, postage and stationery	400	400
Travel and Subsistence	8650	8000
Licenses and Insurance	5500	5500
Computer expenses	1500	1500
Venue hire and Conference fees	3000	3000
Sundry expenses	200	200
Accountancy and Payroll	4000	4000
Training	1000	1000
Legal and Professional fees	5000	3000
Subscriptions	3000	1500
Entertainment	150	150
Website expenses	1500	1500
Annual Plan, Business Cards and Leaflet	500	3500
Bank Charges	200	200
Total	121400	120950

Revised IFCA high level objectives (HLOs) and success criteria (SC):

“Inshore Fisheries and Conservation Authorities will 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.”

The Association supports the implementation of this vision as part of a series of High Level Objectives, which in turn are delivered according to Success criteria. In 2015 the Association of IFCAs worked with Defra and the IFCAs to demonstrate how these Objectives contribute to the achievement of the UK Marine Policy Statement. In so doing it is clear how central government and local government marine agency’s work together to deliver this shared objective.



Success Criterion 1: IFCAs are recognised and heard, balancing the economic needs of the fishery whilst working in partnership and engaging with stakeholders

Action	Intention	Performance indicator	By when
(1.1) Work with partner organisations to review value of MoUs	Production of practical and workable national MOUs with partner agencies if agreed	Revised MMO MoU to be approved by Members in line with the joint working group recommendations	2016
(1.2) Engage with stakeholders and feedback to Defra where there are concerns over the current legislative and regulatory framework and the IFCAs ability to “ensure healthy seas, sustainable fisheries and a viable industry”.	To assist the IFCAs in their ability to deliver the vision	Stakeholder feedback <ul style="list-style-type: none"> - Present at national marine management conferences on the role and work of the IFCAs - Attend the meetings of the marine review project. - To review and update the communication plan establishing in year targets. 	Activities reported in the 2016 Annual Report
(1.3) Engage with NGOs and other interest groups to promote the IFCA role and seek common visions and ways of working together: Maintain meetings spreadsheet on website	Raise awareness of NGOs and other stakeholders regarding the new duties of the IFCAs and the role of the Association	Attendance at NGO meetings and events. To produce briefings (i.e. MPA implementation group) and collate information on compliance and enforcement.	Activities reported in the 2016 Annual Report

(1.4) 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 on outcomes of these meetings. Seek to engage IFCA's at Defra Marine Programme Board level	Marine function review seeks to deliver outcome in 2016. Progress reports and updates to Members.
(1.5) Review stakeholder and communication strategy/plan	Delivery of a proactive Communications and Engagement Strategy.	2016/17 Communication and Engagement Strategy targets met	2016/17
(1.6) Respond to Consultations as appropriate.	Agree with Directors of the Association relevant consultations and respond.	Consultations responded to by the due date and copies of the responses presented to the IFCA's at the Members Forum	Ongoing
(1.7) Produce National Association Policy statements on a range of issues. E.g. Marine Protected Area management. Bass management	Agree high level national statements regarding key policy areas.	Relevant policies established and agreed by Members. Policies published on Association website and use in Communications strategy	Ongoing
(1.8) Work with Partner organisations on joint projects.	Using skills and expertise of individual IFCA's to facilitate partnership arrangement	Association to engage with Partners to deliver joint Report on the outcomes of the MMO-IFCA Project Joint Working as Senior Responsible officer on Project board	End f/y 2017

(1.9) Effectively engage with national government and partner organisations.	The Association is well placed to represent the interests of members on a collective and national basis.	To prepare relevant reports and recommendations for the Association of IFCA's (both Directors and Members) at their quarterly meetings	Quarterly Members Forum and Directors meetings.
(1.10) Arrange/attend regular liaison meetings and ad hoc joint or collaborative activities.	Efficient and effective partnership working is embedded into the all IFCA's (and partner organisations).	Regular liaison meetings will be set up and held throughout the year as appropriate and where relevant, Members will receive a report on the outcome of the meeting.	Quarterly Members Forum and Directors meetings.
(1.11) Association website updated on a regular basis.	Content is continually updated with relevant information which is available for stakeholders to access. Members' only areas kept updated with meeting papers etc.	Website is reviewed and updated monthly (as per Administrator performance criteria). Relevant and important information on the role of IFCA's is updated on the website. Policy statements are updated on the website	Monthly
(1.12) Website queries section included in website to provide stakeholder engagement	Website queries section included in website	Queries answered with 10 working days Relevant enquiries, if applicable, will be sent to the relevant IFCA's, within 5 days.	Ongoing – number of queries and their breakdown recorded and reported to Directors quarterly.

(1.13) Engage with individual IFCA's to ensure Association is representing IFCA priorities	Visit and attend individual IFCA committees.	Visit at least 4 IFCA's in year	End of Financial year
(1.14) Actively seek to promote delivery of the well managed network of Marine Protected Areas (MPAs).	Ensure IFCA's are fully recognised for their role in delivering the MPAs	Engage with press, stakeholders and launch press release at a suitable milestone.	End of 2016 to April 2017

Success Criterion 2: IFCA's implement a fair, effective and proportionate enforcement regime

Action	Intention	Performance indicator	By when
(2.1) Engage and improve effectiveness with National Inshore Marine Enforcement Group (NIMEG)	Inputs to NIMEG via chair any likely or actual changes to policy that might impact on enforcement matters.	IFCA national issues raised at NIMEG meetings. Issues and outcomes reports to Members or Directors as necessary.	Ongoing
(2.2) Engage with the IFCA/MMO joint working group as Senior Responsible Officer (SRO) to ensure effective joint enforcement outcomes.	Joint enforcement is an important work stream of the joint working group. As SRO the CEO of the Association will ensure satisfactory delivery	The implementation of a shared IFCA / MMO intelligence project. The intelligence system supports both the IFCA and the MMOs risk based enforcement.	End 2017

Success Criterion 3: IFCA's use evidence based and appropriate measures to manage the sustainable exploitation of sea fisheries resources and deliver marine environmental protection within their districts

Action	Intention	Performance indicator	By when
(3.1) Report on National progress on byelaw review and in particular the Marine Protected Area (MPA) byelaws	Provide a national overview of IFCA progress against Success Criteria. Increase the awareness of the IFCA lead role in the delivery of the well managed network of MPAs by 2016	Collate and publish five yearly reports outlining the National achievements of the IFCA's regarding the UK Government's MPA initiative.	Ongoing
(3.2) 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. To support the role of IFCA's evidence gathering and embed the programme of work within national data gathering frameworks i.e. MEDIN	Up to date information provided to IFCA's – reported and where necessary make recommendations to the quarterly to Association Members and Board of Directors. To support, as appropriate, the IFCA Technical Advisory Group (TAG),	Ongoing

Success Criterion 4: IFCA's have appropriate governance in place and staff are trained and professional

Action	Intention	Performance indicator	By when
(4.1) Consolidate Association Governance	Written Association Governance (Articles of the Association) agreed with Board	Articles of the Association are reviewed as appropriate with Directors. To ensure that the Chairman of the Association is correctly briefed on the articles and procedures That the Articles of Association are correctly implemented.	Reviewed annually (internally)
(4.2) Detailed Association budget agreed by Directors	2016/17 standstill budget agreed December 2015. Final budget presented in this annual plan. Quarterly progress reports using standard accounting format presented to Quarterly Members' Forum and agreed at follow-on Directors' meeting	Quarterly report shows budget on track. Notes on agreed overspends are reported quarterly. Any deviations greater than 25% or £500 are explained through an explanatory note.	Quarterly and end of year reports.
(4.3) Prepare 2017/18 budget	Prepare budget proposals for autumn 2016	Budget approved by Directors	Autumn 2016
(4.4) Carry out staff appraisal	Staff appraisal system introduced to measure standard of behaviour toward	Staff appraisals will have been undertaken with Chair/vice chair and	Annual appraisal conducted and outcomes reported to Directors.

	and interaction with stakeholders, general public and officers/staff of partner organisations.	Association working group for the CEO and by the CEO for the Administrative and Finance Officer on an on-going basis. Reported annually.	
(4.5) Development and production of an Association Annual Plan 2016/17	To produce an Annual Plan	An agreed Annual Plan (paper copy and on website) is published by end May 2016	Annual
(4.6) Development of an Association Annual Plan 2017/18	To produce an Annual Plan	That members and Directors receive a draft annual plan at the meeting prior to the beginning of the next financial year (March 2017)	Annual
(4.7) Development and production of an Association Annual Report including financial statement.	To produce an Annual Report of high quality using external support as appropriate	Annual Report is prepared for Directors and Members at their meeting after the end reporting period and published on website by end of June 2016	Annual
(4.8) Produce quarterly CEO reports	Report progress against work plan including standard financial reporting to the Association Members	Produce papers 5 working days before Board meetings. Where necessary develop post-meeting action plans to implement relevant actions and provide action minutes within 10 working days of	Quarterly

		Board meetings	
(4.9) Commission a formal external audit of the Association for f/y 2015/16	Auditors commissioned	Take audit report to Members and Directors meetings – and where necessary develop an action plan to implement relevant actions. Publish on website as appropriate	Completion July 2016

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.	Continue to use Association funding to provide National training and to support COG and TAG (see budget)	Use the Association as a vehicle for communications of any national funding opportunities. To identify and summarise national and international funding opportunities and promote IFCA's role in funded partnership projects e.g. LIFE and Interreg	Ongoing
(5.2) Work with partner organisations through working groups. E.g. 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 quarterly reports to the Association. Important information is immediately sent out to Directors.	Quarterly

Conclusion:

The Association is into its fifth year and has achieved its primary aim of representing the important role that IFCA play in managing inshore fisheries. As a consequence of the work of IFCA and the Association putting communities at the forefront of local decision making, the Minister of State at Defra has committed continued central “new burdens” funding until 2020. The Association of IFCA has been central to engaging with national partners as a single voice and has been essential in ensuring that the IFCA have been recognised and heard.

The UK Government manifesto pledge of delivering a “Blue Belt” around the UK and abroad, coupled with the continuing challenge of financial constraints mean that the next five years are likely to continue to be challenging. The role of the Association therefore remains pivotal to ensuring that the IFCA are engaged with national partners and can speak as one voice to ensure their important work continues to bring benefits to coastal communities and the marine environment.

Through The publication of the Defra four yearly report to Parliament on the “Conduct and Operations” of the IFCA coupled with the Associations own publication “Achievements and success in delivering fisheries and conservation management – 2011-2015” IFCA have demonstrated they are both cost effective and “can do” organisations, who are transforming the way our inshore waters are managed.

The next year will see the culmination of the transformation of Defra in line with the Secretary of States speech on the future of Defra. As part of this the review of Marine function within Defra and the wider Defra family will see the contribution of the IFCA and our delivery partners examined in detail. The Association is committed to insuring the IFCA are fully engaged in this process both at Association and Operational level.

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