

## Association of IFCAs Annual Report 2014/15

### **Overview**

With the May 2015 election, the Association has increased its efforts to continue to ensure the long term sustainable finances of the IFCAs remain a high priority.

2014/15 represented a strong year for the Association with additional capital and revenue funding from Defra secured. The Association Members Forum continued to attract top team colleagues from partner organisations and the Minister (George Eustice) attended the December meeting, announcing the additional £300k revenue funds to assist the IFCAs in achieving the well managed network of Marine Protected Areas by the end of 2016.

The end of the financial year also marked the completion of the re-appointment and recruitment of the MMO appointees to the IFCA committees, a process that proved to be challenging but ultimately largely successful. Defra also chose to use the “tripartite” meetings set up to facilitate this process between Defra, MMO and IFCAs to launch a review of joint working between the IFCAs and the MMO. Initial work suggests that the IFCAs strongly believe that there is considerable room for improvement and the Association looks forward to taking an active role with the IFCAs to take this forward.

### **Summary of Outcomes for the Association.**

The Association has delivered against the 2014/15 Annual Plan (see below). Some key deliverables are summarized as follows:

- Worked with Defra and the IFCAs to secure an additional £300k of revenue for 2015/16 to assist the IFCAs in achieving the 2016 deadline to achieve a well managed network of Marine Protected Areas.

- Ensured IFCAs were consulted on marine policy issues and in particular MPA designation and the delivery programme at an early stage as appropriate.
- Raised the profile of the IFCAs and in particular represented the IFCAs at the following
  - Defra project Board for MPAs
  - Defra project Board for EMS
  - Defra project Board for MCZ
  - Standing member of the MPA Implementation group
  - NE advisory group for MPA conservation advice delivery
  - Cetacean by-catch and strandings committees
  - Project Inshore
- Delivered legal advice on Defra’s “revised approach” to delivering Habitats Directive in European Marine Sites
- Regular updates for Directors and wider IFCAs on forthcoming issues and legislation changes.
- The Association now employs an Administrative Assistant two days per week which greatly increases the capacity to deliver against its vision. In particular allowing a significant improvement in the Website facility and update
- The Association project managed £417k Defra EMS capital funding project and produced an end of project report.
  - Including and additional £70k to purchase a sonar camera system on behalf of the IFCAs
- Developed a communication plan including:
  - Regular updates of the website – providing a shop front for the IFCAs
  - Production and dissemination of the guide to IFCAs leaflet – over 300 distributed at the Coastal Future conference
- Outperformed stand still budget.

### **Budget performance 2013/14**

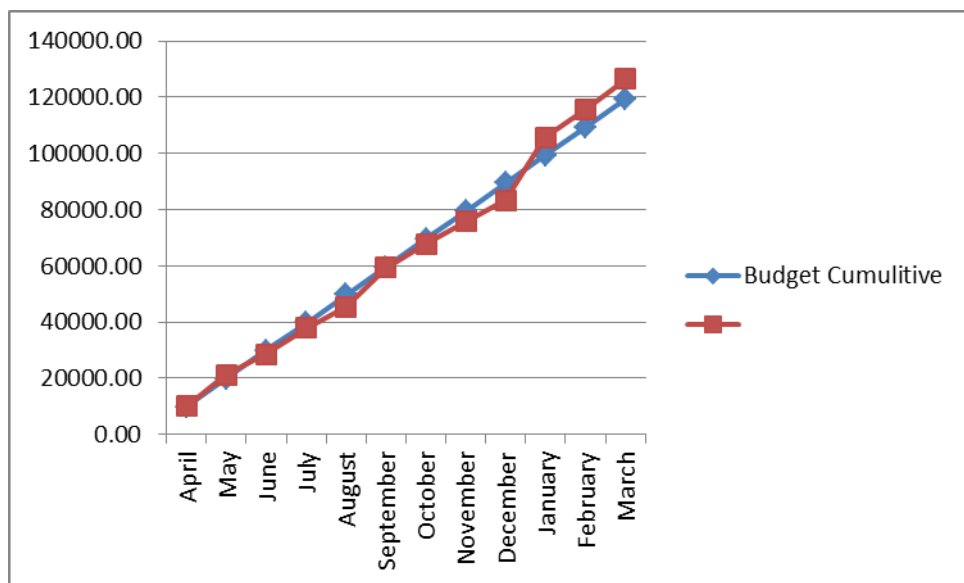
The Association agreed to utilize £15k of Association reserve funding to provide legal advice on the implementation of the Habitats Directive.

Despite this the Association only overspend by £7k, representing an underspend without the authorized £15k of £8k.

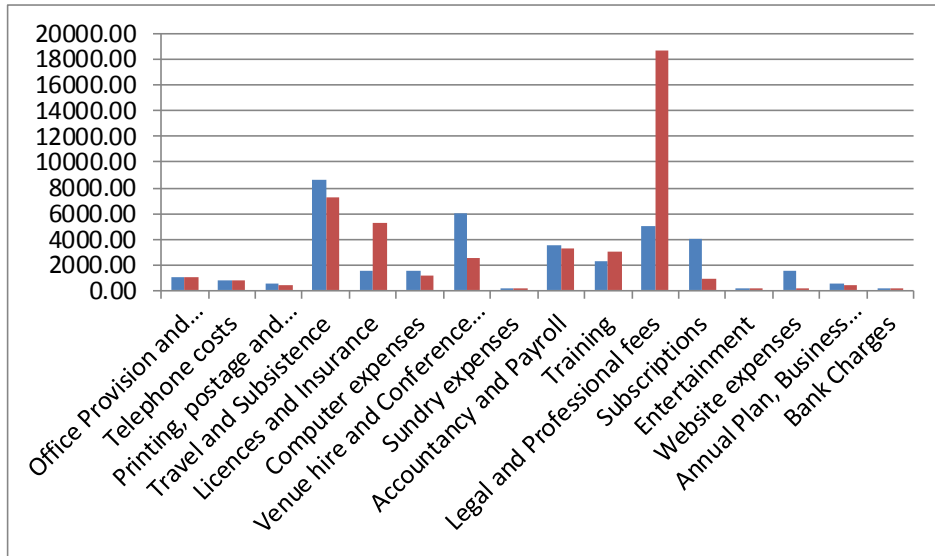
In total the Association spent £124,452 against a budget of £119,300. This reduced the Reserve by £7k instead of £15k and reduced it to £93k.

The Report of the Directors and Financial statements for the Year Ended 31<sup>st</sup> March 2015 are available on the Members area of the website.

### Budget spend 2014/15



Budget vs actual spend (without salaries):



**Association of Inshore Fisheries  
and Conservation Authorities**

**Detailed Income and Expenditure Account**

**for the 4th Quarter of 2014-15**  
**1 January 2015 – 31 March 2015**

	Budget	This quarter Actual	Budget	Cumulative Actual
<b>Turnover</b>				
Membership fees	--	(24,750)	--	(146,250)
<b>Establishment Costs</b>				
Business Use of Residence	250	0	1000	1055
<b>Administrative Expenses</b>				
Salaries including income tax and pension	20500	21634	82000	81067
Telephone	200	55	800	740
Printing, Postage and Stationery	125	198	500	396
Travel and Subsistence	2163	2107	8650	7282
Licenses and Insurance	375	0	1500	5238
IT expenses	750	324	3000	1353
Venue hire and conference fees	1500	487	6000	2582
Sundry expenses	50	72	200	158
Accountancy and Payroll	875	119	3500	3257
Legal and Professional fees	1250	15753	5000	18647
Subscriptions	1000	865	4000	865
Entertainment	38	0	150	145
Training	575	1500	2300	3049
	Budget	This quarter Actual	Budget	Cumulative Actual

**Selling and Marketing Costs**

Communications – Leaflet and Annual Plan	125	0	500	439
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**Other operating income**

Sundry receipts	--	0	--	(73)
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**Financial Income**

Deposit Account Interest	--	(30)	--	(502)
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**Finance Costs**

Bank Charges	50	41	200	177
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Final quarter and end of year out turn:

This quarter		year end cumulative		difference	Category	why?
budget	actual	budget	actual			
250.00	0.00	1000.00	1054.93	-54.93	Office Provision and Business Use of Residence	
20500.00	21634.18	82000.00	81067.36	932.64	Salaries including HMRC and Pensions	
200.00	54.99	800.00	739.99	60.01	Telephone costs	
125.00	197.58	500.00	396.30	103.70	Printing, postage and stationery	
2162.50	2105.07	8650.00	7281.87	1368.13	Travel and Subsistence	
375.00	0.00	1500.00	5238.40	-3738.40	Licences and Insurance	AIFCA Kit items
375.00	323.90	1500.00	1193.30	306.70	Computer expenses	
1500.00	487.48	6000.00	2581.79	3418.21	Venue hire and Conference fees	Free use of Port of London offices
50.00	72.40	200.00	157.80	42.20	Sundry expenses	
875.00	119.30	3500.00	3257.30	242.70	Accountancy and Payroll	
575.00	1500.00	2300.00	3049.36	-749.36	Training	Agreed spend from reserves
1250.00	15753.00	5000.00	18647.51	-13647.51	Legal and Professional fees	Agreed spend from reserves
1000.00	865.00	4000.00	865.00	3135.00	Subscriptions	
37.50	0.00	150.00	145.20	4.80	Entertainment	
375.00	0.00	1500.00	160.00	1340.00	Website expenses	
125.00	0.00	500.00	439.00	61.00	Annual Plan, Business Cards and Leaflet	
50.00	41.34	200.00	177.45	22.55	Bank Charges	
<b>29825.00</b>	<b>43154.24</b>	<b>119300.00</b>	<b>126452.56</b>	<b>-7152.56</b>		

The full financial end of year statement is available on the Association website members' area and was circulated to Members prior to the Members Forum meeting 9th<sup>th</sup> June 2015.



## Performance against 2014/15 annual plan

### Success Criterion 1: IFCAs have sound governance and staff are motivated and respected.

Action	Intention	Performance indicator	Outcome
(1.1) Consolidate Association Governance:	Written Association Governance (Articles of the Association) agreed with Board	Articles of the Association are reviewed annually. Revised articles published May 2013.	Articles reviewed – no requirement for change.
(1.2) Detailed Association budget agreed by Directors.	2014/15 budget agreed Autumn 2014. Quarterly progress reports using standard accounting format to be presented to Quarterly members forum and agreed by follow on Directors meeting	Quarterly report shows budget on track. Authorised spend of £15k for additional legal advice for the IFCAs	Underspend against budget of £8k but with £15k authorised spend from reserves an overall reduction of reserves by £7k - £8k less than authorised.
(1.3) Prepare 2015/16 budget	Prepare budget proposals for autumn 2015	Budget approved by Directors	Budget agreed September 2015
(1.4) Carry out staff appraisal	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 for the CEO and by the CEO for the Administrative Assistant on an on-going basis and reported quarterly	Staff appraisals completed on time.

(1.5) Development and production of an Association Annual Plan	To produce an Annual Plan	Publish Annual Plan (paper copy and on website) by end May 2015	Annual Plan completed May 2015 and tabled for comment June 2015 Association Members meeting
(1.6) 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 2015	Annual Report tabled for comment at the June 2015 Association Members meeting
(1.7) Produce quarterly CEO reports	Report progress against work plan including more standard financial reporting to the Association Members	Produce papers 5 working days before Board meetings and provide action minutes within 5 working days of Board meeting	All CEO reports provided more than 5 days before a Board meeting

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

<b>Action</b>	<b>Intention</b>	<b>Performance indicator</b>	<b>By when</b>
(2.1) 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 2. Increase the awareness of the IFCA lead role in the delivery of the well managed network of MPAs by 2016	Publish annual report outlining the National achievements of the IFCAs regarding the UK Governments MPA initiative.	Summer 2014 depending on IFCA input to the report.

(2.2) Association project manage and complete Defra 2014/15 MPA capital purchase project (£337k) (2.3) Engage with Cefas throughout the process to ensure joined up working with partners	Provide funding for IFCA's following purchase of £337k 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 2014
(2.4) Work with the Technical Advisory Group (TAG) to seek additional funding from Defra of £20k to allow for the purchase for the Cefas/IFCA preferred drop down camera systems	Seek additional funding	Funding approved	Completed
(2.5) 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

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

Action	Intention	Performance indicator	Outcome
(3.1) Engage and improve effectiveness with National Enforcement Strategy Group	Inputs to National Enforcement Strategy Group any likely or actual changes	IFCA national issues raised at enforcement meetings	Group has not met – recent tripartite meetings between Defra, IFCA's and MMO are

	to policy that might impact on enforcement matters.		likely to result in a review of joint working in line with recommendations from the MMO triennial review and the IFCA four yearly report.
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#### Success Criterion 4: IFCA 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.	MMO MoU has recently reviewed and re-issued in Jan 2014. The future of the MoUs is being discussed at with Defra as part of a review of Success criteria and High level objective advice from Defra.
(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
(4.3) Engage with NGOs and other interest groups to promote the IFCA role and	Raise awareness of NGOs and other stakeholders regarding the new duties of	Better relations with stakeholders. Reduced risk of third party challenge	Ongoing

seek common visions and ways of working together: Maintain meetings spreadsheet on website	the IFCA's and the role of the Association		
(4.4) 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.	Ongoing
(4.5) Review stakeholder and communication strategy/plan – current plan set out in this Annual Plan	Delivery of a proactive Communications and Engagement Strategy.	2014/15 Communication and Engagement Strategy targets met	A revised communication strategy has been presented at the June 2015 Association Members meeting
(4.6) 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.	The Association responded to the consultation for the IFCA four yearly review and provided Defra with information as part of the review.
(4.6) Produce National Association Policy statements on a range of issues. E.g. Marine Protected Area management.	Agree high level national statements regarding key policy areas.	Publish on Association website and use in Communications strategy	Bass management statement produced.
(4.7) 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 projects – e.g. Project	Ongoing

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

Action	Intention	Performance indicator	Outcome
(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	Use the Association as a vehicle for communications of any national funding opportunities.	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 updates given

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

Action	Intention	Performance indicator	Outcome
(6.1) Ensure Association and IFCA input to the CSR and funding process for IFCA's beyond April 2016	Engage with Defra to ensure sustainable funding of the IFCA's beyond one year extension of new burdens	Full engagement with Defra and appropriate bodies throughout 2014/15 with the aim of securing the future of	Ongoing high priority for the Association The Minister announced an additional £300k revenue

	funding announced by the Minister at the Association Members Forum in January 2014	the IFCA model	funding for 2015/16 to assist the IFCAs in their delivery of a well managed network of Marine Protected Areas.
(6.2) Incorporate sustainable management of the marine environment in the Association Communication and Engagement Strategy	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: IFCA's are recognised and heard

Action	Intention	Performance indicator	Outcome
(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 IFCA's.	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 IFCA's (and partner organisations).	Regular liaison meetings will be set up and held throughout the year as appropriate.	Ongoing
(7.3) Association website updated on a regular basis.	Website re-launched April 2013. Content has been radically updated. Website is	Records kept showing AIFCA website is reviewed and updated quarterly.	Website is regularly updated

	<p>kept up to date with relevant information and all forms are available for stakeholders to access. Members' only areas kept updated with meeting papers etc.</p>		
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### The way forward:

The Association is now in a strong position to represent the IFCA's into the future. The aims and objective set out in the 2012/13 remain the bedrock of the Association going forward but the issue of long term sustainable funding is now firmly at the top of the Association's agenda. The Association has to date secured an additional £703k Defra funding plus the £3bn extension to New Burdens funding but recognises that funding beyond 2016 is problematic with the election in May 2015.

- Sustainable funding of the IFCA model post 2015. With the Defra Comprehensive spending review coupled with the cessation of the "New Burdens" Defra funding, adequate funding for the IFCA's beyond April 2016 becomes a top priority
- Related to the above, the Association will continue to investigate alternative funding for the IFCA's (such as EMFF and other EU routes)
- The Association is assisting in implementing the recommendations in the 2015 Ministerial four yearly report to parliament.
- Feedback to Defra stakeholder engagement by individual IFCA's where the regulatory framework compromises the IFCA's ability to achieve its vision.
- The Association is project managing the new 2015 revenue spend of £300k and co-ordinating the IFCA bidding process
- The Association is purchasing a sonar camera system for £90k with an additional £70k contribution received from Defra.



- Implement the Communications plan and input to the Defra MPA communications package.
- Continue to represent IFCA's across national projects but in particular:
  - MPA implementation – including EMS and MCZ
  - CFP – and in particular the plans for regionalisation and the discard ban (pelagic Jan 2015 and demersal Jan 2016).
  - MSFD – UK plans to implement MSY for all commercial species (including shellfish) by 2020
  - WFD – watching brief on the de-designation of highly modified water bodies by reason of fishing effort.

**These priorities are rolled forward into the association Annual Plan 2015/16.**