



Iascach Intíre Éireann  
Inland Fisheries Ireland

# **BOARD OF INLAND FISHERIES IRELAND**

## **Meetings Report of February 27<sup>th</sup> and March 25<sup>th</sup> 2020**

This is the report of the meetings of the Board of IFI which took place in February and March 2020.  
This report provides an outline of agenda items raised at this meeting.

# BOARD MEETING – February 27<sup>th</sup>, 2020

## 1. Welcome & Apologies / Declarations of Conflicts of Interest

The Chairman opened the meeting welcoming members. In response to his request for declarations of conflicting interests with matters on the agenda, no conflicts were declared.

## 2. Minutes of Previous Meetings

### Board Meeting – January 30<sup>th</sup>, 2020

The minutes of the January 30<sup>th</sup> meeting were approved by the members.

### Report of Board Meeting

The draft copy of the report of the January Board meeting was noted by the members.

## 3. Matters Arising

The CEO responded to queries in relation to the forthcoming Seasonal Fisheries Officer recruitment campaign and progress on IFI's property strategy.

## 4. Correspondence

There were two items of correspondence. The Chair outlined the nature of correspondence received from the Department and a stakeholder group and the action to be taken.

### Strategy Discussion

Members engaged in a detailed discussion and analysis of the status of the change management process. The Chairman emphasized that protection of the resource and fish stocks will remain a core function for IFI and a cohort of trained, professional staff equipped with the best available technologies and resources will continue the protection function in a planned, coordinated manner and in accordance with the annual protection plan agreed by the Board. Outcomes will be reported to and reviewed by the Board at regular intervals.

In conjunction with its protection function IFI will also assign a dedicated number of staff to the conservation of the resource with particular emphasis on habitat work in the state-owned waters. This function will be supported by the research section and five year and annual plans will be prepared to guide and provide a definite structure and targets. Incremental progress in this area will be reported to the Board for appraisal and review. IFI's vision and mission statements will inform and guide all policy and strategic planning in these areas.

### Protection Plan Review 2019

A document titled '*National Fisheries Protection Plan Review 2019*' was distributed with the meeting papers. The necessity to convey clear information on the trends in protection statistics was highlighted, and to this end the issue of a three or four year national summary of outcomes was considered desirable. The Chair added that the organisation has also invested in the efficacy of the protection service and staff safety by investing over €3m on a high specification fit-for-purpose RIB fleet.

### Protection Plan 2020 and Development Plan 2020

Two documents titled 'Protection Plan 2020' and 'Development Plan 2020' were issued with the meeting papers and both plans were noted and agreed. Much of the discussion around the 2019 protection plan review also related to the 2020 plan. The CEO responded to a query in relation to the fisheries protection patrol form.

## 5. Business Plan and Budget 2020

The '*Draft 2020 Business Plan*' and previously approved '*2020 Budget*' were distributed with the meeting papers. The **2020 Business Plan** approved by the Board.

## 6. Climate Action Framework - Update February 2020

A document titled '*IFI Climate Action Framework 2019-2021*' was distributed with the meeting papers. The paper was noted, and a discussion ensued on the areas of highest energy usage and the actions identified (in the document) to be taken by the organisation to reduce this.

## 7. CEO's Report – February 2020

The '*CEO's Briefing Note to the Board – February 2020*' was noted by the members. The CEO responded to queries about the proposed new Ballinakill base. He informed the Board that of the successful application to the Outdoor Recreation Infrastructure Scheme (ORIS) and that the funding shall be used in hiring workers to maintain and upgrade IFI's estate of outdoor angling infrastructure, subject to the current restrictions.

## 8. Finance

### Management Accounts December 2019

A copy of the '*Management Accounts and Executive Summary for December 2019*' was distributed with the meeting papers and was noted by the members.

### Quarterly Supplementary Pension Report – Q4 2019

Following its review at the ARC meeting (February 13<sup>th</sup>) the Quarter 4 Supplementary Pension Report was noted by the members.

## 9. Audit & Risk Committee (ARC)

The approved minutes of the Audit & Risk Committee meeting of February 13<sup>th</sup>, 2020 were distributed with the meeting papers. The Chair reported on the activities of the Committee at its meeting with the Internal Auditor. The **recommendations of the Internal Audit Reviews** of; a) Internal Communications, b) Internal Financial Control were adopted. The revised **draft Internal Audit Charter** was approved by the Board.

## 10. Risk Management

The Chief Risk Officer (the CEO) reviewed the risks that had been discussed under the previous items in the meeting; the implementation of IFI's strategy, the pay funding deficit, and bank funds. Members also discussed the risks associated with the Coronavirus to staff and recommended issuing safeguarding information as soon as possible.

# BOARD MEETING – March 25<sup>th</sup>, 2020

## 1. Welcome & Apologies / Declarations of Conflicts of Interest

The Chairman opened the meeting welcoming members. In response to his request for declarations of conflicting interests with matters on the agenda, no conflicts were declared.

## 2. Minutes of Previous Meetings

### Board Meeting – February 27<sup>th</sup>, 2020

Members undertook a detailed consideration of the draft minutes of the Board meeting on February 27<sup>th</sup>. Their discussion included the organisation's Benefit in Kind status; correspondence; a high-level strategy roadmap; the Habitats Directive Workshop for Board members; and the cost of the delivery of fisheries protection.

## 3. Matters Arising

Matters arising were raised under the previous item.

#### 4. COVID-19

The CEO outlined the measures being taken by the organisation in coordinating activities as a result of the global pandemic caused by the Coronavirus, COVID-19.

#### 5. Corporate Plan 2020-2025

The CEO provided a status update on the first draft of the Corporate Plan, and that current environmental factors will be considered.

#### 6. Finance

The draft '*Financial Statements for 2019*' including '*Governance Statement and Statement of Internal Control*' were distributed with the meeting papers. Finance Director, Michael Martin, was in attendance to answer queries from the members on the draft '*Statement of Income and Expenditure*' and '*Statement of Financial Position*'. In its review of the Governance Statement and Statement of Internal Control, **The draft Financial Statements with the Governance Statement and Statement of Internal Control for 2019 as recommended by the Audit & Risk Committee** were approved by the Board.

##### Management Accounts for February 2020

The '*Executive Summary and Management Accounts for February 2020*' were distributed with the meeting papers and taken as read and noted by the members.

#### 7. Audit & Risk Committee (ARC)

The Deputy Chair P. Gibbons expressed the generous thanks of the ARC for the very thorough work of its previous Chair Professor Frances Lucy whose term of office on the Board ended on March 23<sup>rd</sup>.

##### Report of the Deputy Chair

P. Gibbons outlined the activity of the ARC at its meeting on March 19<sup>th</sup>; meeting with the representative of the Office of the Comptroller and Auditor General (OACG); addressing risk management in relation to COVID-19 and IFI's Climate Action targets; and the Committee's detailed reviewed of the draft Financial Statements, Governance Statement and Statement on Internal Control and the Committee's feedback to the Executive in relation to these critical statements.

##### Audit & Risk Committee Annual Report 2019

A copy of the '*Audit & Risk Committee Annual Report 2019*' was distributed with the meeting papers. The Deputy Chair of the ARC reported that the Committee reviewed the document in detail and stated it was a key document for the Board in providing assurance regarding the organisation's systems of internal control.

#### 8. Risk Management

##### Corporate Risk Register 10.12

The CEO outlined some of the amendments required for reviewing the current version of the Corporate Risk Register.