



Iascach Intíre Éireann
Inland Fisheries Ireland

BOARD OF INLAND FISHERIES IRELAND

Meeting Report of August 20th, 2020

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

BOARD MEETING – August 20th, 2020

1. Welcome & Apologies / Declarations of Conflicts of Interest

At this point the Chair formally opened the meeting welcoming members and in response to his request for declarations of conflicting interests with matters on the agenda, no conflicts were raised.

2. Minutes of Previous Meetings

The following minutes were approved:

- Board Meeting – June 18th, 2020
- Private Session – June 25th, 2020
- Private Session – June 29th, 2020
- Board Meeting Report – June 18th, 2020

3. Matters Arising

There were no matters arising.

4. Correspondence

Three items of correspondence were taken under this item.

- Arrangement for Board & Senior Management to meet with Department Representatives
- Dormant Accounts Fund award to IFI in 2019 for Disbursement in 2020
- Scientific Eels Project

5. Corporate Plan 2021-2025

The Chair clarified that progression on the draft Corporate Plan would proceed with submissions from the Executive at the next meeting.

6. Business Plan 2020 – July Update

A copy of the Business Plan to the end of July was distributed with the meeting papers. This was taken as read and the Chair opened the discussion to members. Topics discussed were: property optimisation; Departmental funding claw back; energy efficiency ratings; and the costs of bringing IFI's existing property portfolio in line with required energy efficiency standards. The Deputy CEO responded to a query on working from home arrangements. Other topics raised were 'Stakeholder Engagement' and the process of engagement with angling representative groups led by Minister of State, Sean Canney TD; the use of drones to analyse the level of weed infestation on Lough Corrib as part of the eradication of Lagarosiphon major; and the new Performance Development Management System (PMDS) in ensuring staff are performing as required by the organisation.

7. Climate Action Framework - Update

A copy of the '*IFI Climate Action Framework 2019 – 2021*' update for July/August was distributed with the meeting papers. Topics raised were dual occupancy in multi passenger vehicles with the introduction of screens. A discussion ensued on the nature of IFI's vehicle fleet, the terrain covered in the course of IFI's work, electric vehicle infrastructures, and the justification for hiring vehicles. The significant cost of air conditioning was also discussed.

8. Deputy CEO's Report – June 2020

The Deputy CEO's Report issued with the meeting papers was taken as read. The Chair noted the high-profile seizures and cooperation between District staff and on behalf of the Board wished to compliment staff on these successes. Value for money achieved in respect of the annual costs associated with the Lagarosiphon major removal and research work on Lough Corrib was discussed.

The Board commended the research work completed in 2019 and expressed the expectation that such research should serve to inform management decisions.

A report on the significant fish mortality event at Roscrea Fish Farm was requested. A verbal report on a visit undertaken by a member of the Board to the fish farm was provided. A verbal report on the current condition of the IFI building at Lough O'Flynn was also provided. The Deputy CEO confirmed that following a tender process, a company had recently been appointed to address the Lough O'Flynn building and site maintenance. Management of IFI's portfolio of properties was discussed and the need to form a sub-committee of the Board to oversee this.

9. Finance

Management Accounts and Executive Summary July 2020

Head of Finance, Pat Doherty, was admitted to the meeting. A copy of the Management Accounts and Executive Summary for July were distributed with the meeting papers. These were taken as read and noted by the members. With reference to the reprofiled budgets (due to the impact of the COVID-19 pandemic) the Head of Finance provided a high-level review of the significant figures in the Management Accounts for July. He discussed; the reduction in Own Income; savings achieved and funds to be remitted to the Department; Contract Income; Non-pay Expenditure outlining the cause of the favourable status.

Q2 Financial Statements and Executive Summary July 2020

A copy of the Quarter 2 Financial Statements and Executive Summary was distributed with the meeting papers. A query was raised regarding the significantly lower figure for Other Income for the same 6-month period last year, and the implications for the financial year end. P. Doherty stated that there was a large portion of income in 2019 attributable to two projects. He stated that he anticipated that licence, permits and other income would normalise in 2020. P. Doherty responded to a query regarding the pay gap given the reduction in Other and Grant Income resulting in a deficit at the end of Q2 and his forecast for the year end. He stated that a Cashflow Report would be provided to the Audit & Risk Committee in advance of its meeting on September 9th. In response to a query raised regarding recruitment, P. Doherty agreed that every post filled is vital for the organisation and strategic in nature to ensure that the organisation is lean and fit for purpose. A discussion ensued on staff ratios (field/administration) and it was asserted that the functions of Finance, Human Resources and Research were supports for the core activities of protection and conservation.

The following capital appraisal/investment documents were provided in the meeting papers;

- Capital Expenditure Appraisal – Corporate Website Development
- Capital Expenditure Appraisal – Vehicles
- Capital Expenditure Proposal – Thermal Imaging Devices
- Capital Expenditure Proposal – Drones

With reference to capital expenditure, the members agreed that the document authors would present on the proposed expenditure before a decision would be made. It was agreed that a review of the current Vehicle Management Policy would be conducted to consider peer/best practice; economic life of the fleet; utilisation: hire costs; leasing options and achieving value for money.

Ballynalty Stream Project – NSADF-20-0237

A paper providing further detail on the Ballynalty Stream Project as part of the 2020 funding applications outcome report (presented initially at the March 25th Board meeting) was submitted with the meeting papers. Members discussed the expenditure involved and the need for assurance

that this is best value for money. It was agreed to visit the site of the work proposed in advance of approving this expenditure.

Aasleagh Lodge Paper

A paper outlining a proposal for usage of Aasleagh Lodge was distributed with the meeting papers. Members agreed that it would be necessary to visit Aasleagh Lodge before any decision would be made.

P. Doherty left the meeting at this point.

10. Assurance Reporting

Protection Plan Review Report – June & July 2020

Two Protection Plan Review Reports for June and July 2020 were distributed with the meeting papers. The Chair outlined the content, and this was noted by the members.

Habitats & Conservation Works Report – July 2020

The Habitats & Conservation Works Report for July 2020 was distributed with the meeting papers. The content was noted and discussed by the members.

Code of Business Conduct for Employees – July 2020

A draft revised Code of Business Conduct for Employees was distributed with the meeting papers. Feedback was provided by the Board. The amended **revised Code of Business Conduct for Employees** was approved.

11. Strategic HR Sub-committee

The Strategic HR Sub-committee meeting minutes of June 16th were noted.

12. New Sub-committee

Following the extensive discussion on property under Item 7, it was agreed to put the formation of a property sub-committee on the agenda of the next Board meeting in order to approve a Terms of Reference.

13. Risk Management

Covid-19 Update

A document titled 'COVID-19 Update of Impact on IFI Operations and Finance' was distributed with the meeting papers. This update was taken as read and noted.

14. Any Other Business

The Secretary will provide a schedule of dates for Board meetings in 2021 for approval at the next meeting.