



Iascach Intíre Éireann  
Inland Fisheries Ireland

# BOARD OF INLAND FISHERIES IRELAND

## Meeting Report of September 25<sup>th</sup>, 2020

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

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

## Board Members Private Time

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

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/report were approved:

Board Meeting – August 20<sup>th</sup>, 2020

Private Session – September 21<sup>st</sup>, 2020

Board Meeting Report – August 20<sup>th</sup>, 2020

### 3. Matters Arising

Reference was made to fish mortalities at the Roscrea Fish Farm during the COVID outbreak.

### 4. Correspondence

One item of correspondence was taken under this item.

- From the Inland Fisheries Division in relation to IFI's funding drawdown. It included a copy of Circular 13 of 2014, regarding the conditions surrounding Grant Funding, from the Department of Public Expenditure and Reform (DPER).

### 5. Corporate Plan 2021-2025

Following agreement at the previous Board meeting, members of the Executive provided feedback regarding the 2016-2020 Corporate Plan. This was discussed in detail by the members. It was agreed to progress development of the strategy with the support of an external facilitator.

### 6. IFI/Department Oversight Agreement and Performance Delivery Agreement 2020-2022

The **2020-2022 Oversight Agreement and Performance Delivery Agreement** was reviewed and approved.

### 7. i) Values Communication

R. Bradley, P. Fennell, L. O'Donnell, and M. Cusack were admitted to the meeting. R. Bradley introduced the work of the Values Team on devising the most effective method of communicating the values developed by the Board and Senior Management Team in 2019. P. Fennell presented on the work to date of the Values Group and L. O'Donnell presented on the work of the group going forward. This also included a Values video. Feedback was provided on; the clarity of content; that the organisation ensures that it is transparent; and the sequencing of the values. The Board commended the work, Further **progress of the Values project as outlined**, was approved.

### ii) KeepWell Mark<sup>1</sup>

M. Cusack presented a proposal to introduce the *KeepWell Mark* programme. R. Bradley responded to a query in relation to staff working from home. R. Bradley agreed to provide feedback in relation to addressing the challenges of domestic abuse for inclusion in future programmes present by Ibec. The **introduction of the KeepWell Mark programme** was approved.

### 8. Climate Action Framework - Update

A copy of the '*IFI Climate Action Framework 2019 – 2021*' update for September, was noted.

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<sup>1</sup> The KeepWell Mark™, introduced by Ibec in 2017, is an evidence-based workplace wellbeing accreditation awarded to companies who have enrolled in the KeepWell programme and have successfully met the standards of the framework. The programme helps organisations put a strategic focus on the key areas of workplace wellbeing ranging from leadership, mental health and absence management to physical activity and healthy eating.

## 9. Deputy CEO's Report

The Deputy CEO provided a verbal update to the members on the following matters: stakeholder communications management and the incident of a water-based rescue by staff in Donegal following the detection of illegal fishing and attempted evasion.

## 10. Finance

### Management Accounts and Executive Summary August 2020

A copy of the Management Accounts and Executive Summary for August were distributed with the meeting papers. These were taken as read and noted by the members. Matters raised related to variances reported and the retention of the Angler Panel for the purposes of socio-economic research undertaken by the Economic & Social Research Institute (ESRI).

### Capital Expenditure Appraisals/Proposals

The following capital appraisal/investment papers were brought forward from the August meeting to permit presentation from the authors on the proposals. The following expenditure was approved;

- ✓ Capital Expenditure Appraisal – Corporate Website Development (€80,689) [C. Gallagher, I. Carroll]
- ✓ Capital Expenditure Appraisal – Vehicles (€298,000 – 12 vehicles) [G. Forde]
- ✓ Capital Investment Proposal – Thermal Imaging Devices (€142,000 – 51 units) [S. Long]
- ✓ Capital Investment Proposal – Drones (circa €52,883 – 9 units) [B. Beckett]

### Ballynalty Stream Project – NSADF-20-0237

Following the inclusion of a paper on the Ballynalty Stream Project funding application and members' feedback on their visit and the Board expressed its support to progress the project with a caveat that value for money would be sought on expenditure.

### Dormant Accounts Fund – Angling for All Measure

Two documents titled '*Proposed Dormant Account Disbursement Scheme – Angling for All*' and '*Angling for All Funding Call Guidelines*', were distributed with the meeting papers. These documents were taken as read. S. Campion provided background to the funding and clarified that disbursement must be completed by the end of November. She responded to members' questions. The **Dormant Accounts Fund – Angling for All Measure** was approved.

### Economic & Social Research Institute (ESRI) – Angler Panel/ Socio Economic Research

Ms. Campion provided the background to the 3-year Memorandum of Understanding with the ESRI to deliver socio economic research on angling (2015-18) and the more recent arrangement to solely obtain data derived from the Angler Panel (2019 and 2020) for research work. She explained that a survey is dispatched monthly to anglers and completed online. Continued expenditure of €10k was proposed to retain the panel and use the data for fisheries management decisions, a decision will be made at the November meeting.

The Board expressed its deep gratitude to the Deputy CEO for all his hard work and extra duties since the departure of the previous CEO. Dr. Forde thanked the members for their support during a challenging period. As the meeting would become inquorate, it was agreed to move to item 12 on the agenda for expediency.

## 11. Assurance Reporting

Due to the early cessation of the meeting this matter will be raised at the next Board meeting.

## 12. Audit & Risk Committee

### ARC Meeting – September 9<sup>th</sup>, 2020

The minutes of the September 9<sup>th</sup> ARC meeting were taken as read. The appointment of Bernadette Orbinski Burke **as Deputy Chair**, and ML Heffernan **as a member of the ARC** was approved.

The following policies were approved:

- **Draft reviewed Gifts & Hospitality Policy & Procedure**
- **Draft reviewed Protected Disclosures Policy & Procedure**
- **Draft new Conflicts of Interest Policy & Procedure**

The recommendations of the Internal Audit Review were adopted:

- **Internal Audit of Health & Safety**

### **13. Property Sub-committee**

The draft **Terms of Reference of the Property Sub-committee** were approved.

### **14. Risk Management**

Dual Occupancy of IFI Vehicles

This matter shall be raised at the next Board meeting.

This concluded the business of the meeting.