



Iascach Intíre Éireann  
Inland Fisheries Ireland

# BOARD OF INLAND FISHERIES IRELAND

## Meetings Report of September 7<sup>th</sup>, 2022

This is the report of the meetings of the Board of IFI which took place in September 2022.  
This report provides an outline of agenda items raised at this meeting.

# BOARD MEETING – September 7<sup>th</sup>, 2022

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## 1. OPENING REMARKS

IFI Chair, Prof. Frances Lucy welcomed members to the meeting. In response to the Chair's request for declarations of conflicts of interest with matters on the agenda, no conflicts were declared. The agenda was adopted.

## 2. CONSENT AGENDA

### 2.1 Board Meeting – June 29<sup>th</sup>, 2022 – Draft Minutes and Report

**Papers distributed:** 2.1.1 Draft Board Meeting Minutes of June 29<sup>th</sup>; 2.2.1 Draft Board Meeting Report of June 29<sup>th</sup> (for distribution to staff)

**MOTION:** **Approval of amended draft June 29<sup>th</sup> Board meeting minutes and report**

#### Matters Arising

#### ESB Fisheries – Fishery Management Resourcing and Stock Migration Risk Mitigation

The CEO responded to a query regarding ongoing interaction with the ESB in relation to fishery management resourcing and stock migration.

### 2.2 Board Meeting – June 29<sup>th</sup>, 2022 – Resolutions and Status on Actions Arising

**Papers distributed:** 2.2.1 Board Meeting Actions Arising June 29<sup>th</sup>, 2.2.2 Board Resolutions June 29<sup>th</sup>

The CEO briefed members on the following topics:

- interaction with Galway City Council regarding future plans in relation to IFI property in Galway.
- recommendations resulting from the Aasleagh Lodge Feasibility Study.
- IFI's responsibilities in relation to the conservation approach in relation to Annex II species under the Habitats Directive. The CEO stated that in addition to the scientific input, there are also socio-economic and political aspects to setting conservation parameters.
- an update on the provision of devices for Board Members
- the provision of a dedicated workshop for Board members on Special Areas of Conservation (SAC)

### 2.3 Other Items of Note

#### 2.3.1 Board Member Submission

**Paper distributed:** 2.3 Member Submission

This paper was taken as read. A discussion ensued on the request regarding staff training.

**Action(s):** **2.1** Head of Human Resources will present IFI's 2023 Training Plan as aligned to the Corporate Plan and in line with relevant legislation.

## 3. CEO'S REPORT

### 3.1 CEO's Report

**Paper distributed:** 3.1 CEO's Report – September 2022

**Presenting:** CEO, F. O'Donnell

The following topics were raised in the CEO's Report:

Operations Development Habitat Reporting bi-monthly update: the CEO agreed to arrange site visits for the Board to a selection of these project sites.

Donamon Accessible Angling Stands: further to a request for information regarding replacement of the deteriorated stands the CEO stated that funding would need to be sourced in order to consider such work to be undertaken.

Eel Trap and Transport Scheme: further to a query on eel migration at ESB turbines the CEO confirmed that an [eel trap and transport scheme](#) is in operation.

Development Projects in the SWRBD: further to a query on the low number of development projects being undertaken in the southwest, the CEO responded that he understood that there were a large number of privately owned fisheries in the district which impacted the level of development activity.

**Action(s):** **3.1** Arrange site visits to Development Projects for Board members

3.2 Provide a breakdown of state-owned fisheries in the southwest and identify development work that should be undertaken.

#### 4. FINANCIAL SUMMARY PRESENTATION

##### 4.1 Management Accounts and Executive Summary – June and July 2022

**Paper(s) distributed:** 4.1.1 Executive Summary; 4.1.2 Management Accounts 4.1.3 Development Costs for June 2022; 4.1.4 Executive Summary; 4.1.5 Management Accounts 4.1.6 Development Costs for June 2022

**Presenting:** Finance Director, M. Martin

M. Martin provided a verbal presentation on the Management Accounts for July, which included the application of the mid-year budget review (and budget reprofiling). He responded to a query regarding the impact of staff retirements on funds. Members thanked the Finance Director for the work of the team in presenting the development costs as requested.

**Action(s):**

- 4.1 Develop financial planning for future staff retirement costs.
- 4.2 Confirm that the Eel Hardship Scheme is closed.
- 4.3 IFI funding submission to be distributed to members.
- 4.4 Develop contingency arrangements for development material cost price inflation.
- 4.5 Provide clarification in relation to mini-digger related expenditure.

##### 4.2 Quarterly Accounts and Executive Summary – June 2022

**Paper(s) distributed:** 4.2.1 Executive Summary and 4.2.2 Quarterly Accounts for Quarter 2, 2022

**Presenting:** Finance Director, M. Martin

The Board expressed satisfaction with the quarter 2 Financial Statements.

**Action(s):** No further actions recorded.

##### 4.3 Draft Updated Capital Plan 2022

**Paper distributed:** 4.3 DRAFT updated Capital Plan 2022

**Presenting:** Finance Director, M. Martin

The Board noted the updated capital expenditure budget with expected expenditure for 2022. M. Martin responded to queries in relation to specific items and indicated that the organisation will seek to expend capital funds prudently within the timeframe.

**Action(s):** No further actions recorded.

**Rationale:** Following a brief discussion the Board was satisfied with amendments to the Capital Plan 2022.

**MOTION:** **Approval of the draft updated Capital Expenditure Plan/Budget 2022**

##### 4.4 Vehicles Procurement

**Paper distributed:** 4.4.1 Business Case Purchase of Towing 4x4s August 2022; 4.4.2 Board Capital Expenditure Approval – Electric Vehicles (EV) August 2022

**Presenting:** Finance Director, M. Martin

The Executive recommended capital expenditure of €507,600 on nine 4x4 (towing) vehicles in 2022, 2023 and 2024 (totaling 27 vehicles at €1,522,800 over three years). In light of the discussion on vehicles earlier in the meeting (see under Item 8.1),) The paper outlining capital expenditure of €547,792.5 on 12 EVs replacing 12 internal combustion engines (ICE) vehicles (9 SUVs and 3 cars), was not discussed.

**Rationale:** In order to minimize the capital expenditure on vehicles the Board sought further assurance in advance of making a decision.

**Action(s):** 4.6 Further analysis to be conducted on the vehicles identified for disposal (i.e. the service record, mileage etc.)

#### **4.5 Cornamona Building**

**Papers distributed:** 4.5.1 Cornamona Building - Extract from Cong and Cornamona Review Note; 4.5.2 Cornamona Building - Extract from DECC meeting March 8<sup>th</sup> 2022 Note; 4.5.3 Cornamona Building - Extract from Board meeting April 30<sup>th</sup> 2021

**Presenting:** Property Sub-committee Chair, M. McGreal.

The Property Sub-Committee Chair briefed members on the proposal to proceed to purchase the Cornamona building as per the Valuations Office binding valuation of €315k (ref: Cir 11/2015). He stated that it was the recommendation of the Property Sub-committee to invest in this building due to its prime operational location on Lough Corrib.

**Rationale:** Following review of Board papers and the recommendation of the Property Sub-committee, the Board was satisfied with information provided.

**MOTION:** **Approval of purchase of the Cornamona building**

#### **4.6 Drogheda Base – Mornington, Co. Meath**

**Papers distributed:** 4.6.1 Business Case – Drogheda Base – Field Base Property Priority

**Presenting:** Property Sub-committee Chair, M. McGreal

The Chair stated that the RBD Director Brian Beckett had been searching for a suitable site for the Drogheda District for some time. He reported on the Sub-committee's visit to the location situated on the Boyne Estuary, at Mornington, which has been used as the launch site for a number of decades. The Chair of the Property Sub-committee confirmed that this is the only access point for RIB patrols in the Drogheda District and that no alterations would need to be made to the existing site in order to continue access.

**Rationale:** Following the briefing and discussion of the merits of the site and caveats outlined by the Sub-committee Chair, members expressed satisfaction on the matter.

**MOTION:** **Approval of progression to purchase the launch site at Mornington Co. Meath with a view to the development of an IFI operational field base.**

### **5. VITAL FEW**

#### **5.1 Q2 Business Plan Update 2022**

**Papers distributed:** 5.1.1 Q2 Business Plan Update – Narrative; 5.1.2 Q2 Business Plan Update - Dashboard

**Presenting:** CEO, F. O'Donnell

The CEO emphasised the importance of habitat development in the Business Plan, and the budget set aside would be expended. He stated that there was a significant increase in queries from planning authorities and any learnings would be implemented in project planning going forward. Following a query regarding the delay of the renewal of the bye law prohibiting the angling, possession and sale of eels, a discussion ensued on the finalisation of the new fisheries legislation. The Chair requested members to review the [Western Lakes Development Plan](#) which is a significant initiative for fisheries management and conservation. Prof. Lucy commended the work completed on the [Open Data Portal](#) on IFI's website which she asserted is a very beneficial fisheries related statistical resource for the public. Also commended was the work completed on the Marine Recreational Fishery in Ireland ([IMREC](#)) APP, a diary for sea anglers which records environmental and catch related data.

**Action(s):** No further actions recorded.

### **6. RISK MANAGEMENT - UPDATE**

#### **6.1 Corporate Risk Register 10.27**

**Paper distributed:** 6.1.1 Corporate Risk Register 10.27

**Presenting:** Chief Risk Officer, F. O'Donnell

The Board Secretary briefed members on the application of feedback on corporate risks from the Audit & Risk Committee. A discussion ensued on workforce planning. The CEO assured members that where staff positions are vacated, a review of operational need is conducted in line with IFI's strategy and a business case drafted for consideration by the Senior Management Team.

**Action(s):** Noted by Board members.

## 7. BOARD COMMITTEE CHAIR REPORTS

### 7.1 ARC Meeting Report

**Paper distributed:** 7.1.1 ARC Meeting Minutes June 15<sup>th</sup> (approved by email); 7.1.2 Draft Internal Audit Programme Updated V2

**Presenting:** Audit & Risk Committee Chair, B. Orbinski Burke

The Chair of the ARC referred members to the report provided previously (June 29<sup>th</sup>) and a discussion ensued on ARC membership.

**Action(s):** Noted by Board members.

### Internal Audit Programme

The Secretary provided an update on the status of the updated Internal Audit Programme for 2022.

**MOTION:** **Approval of the draft updated Internal Audit Programme 2022**

### 7.2 Property Sub-committee Meeting Report

**Paper distributed:** 7.2.1 Property Sub-committee Meeting Minutes August 31<sup>st</sup>

**Presenting:** Property Sub-committee Chair, M. McGreal

The Chair of the Property Sub-committee provided a high-level overview of the meeting at item 4.4 on the agenda. He provided a further synopsis of topics discussed at the Sub-committee meeting.. A discussion ensued on the membership of the sub-committee.

**Action(s):** 7.1 Executive to contact the OPW regarding suitable sites in County Sligo.

## 8. ITEMS FOR APPROVAL

### 8.1 IFI Electric Vehicles Integration Strategy

**Paper distributed:** 8.1 Draft Electric Vehicles Integration Strategy

**Presenting:** CEO, F. O'Donnell

The CEO explained that heavier diesel vehicles are required to deliver development activities and maneuver RIBs in difficult terrain. The Board discussed whether alternatives existed, noting that hydrogen engines were not yet available. In response to a suggestion that 4-wheel drive plug-in hybrid vehicles be used, the CEO stated that they would have insufficient power for RIB deployment. The Board requested statistics on RIB deployment for 2022. The CEO stated two options existed for members, to support the buying of new vehicles, or retain vehicles until end of life. It was agreed that a balance between climate action and funding, is required. There was consensus on reducing the total number of ICE by replacing those that are 10 years old.

**Action(s):** 8.1 Executive to provide RIB patrol statistics for 2022.

**Rationale:** The Board accepted the ethos of the strategy.

**MOTION:** **Approval of the draft IFI Electric Vehicles Integration Strategy**

### 8.2 IFI Energy Policy V0.1

**Paper distributed:** 8.2 Draft IFI Energy Policy V0.1

**Presenting:** CEO, F. O'Donnell

The Chair noted that this policy would be updated with the outcome of current talks on energy and reviewed annually in line with changing parameters.

**MOTION:** **Approval of the draft IFI Energy Policy**

### 8.3 IFI Board Terms of Reference

**Paper distributed:** 8.3 Draft IFI Board Terms of Reference – Updated September 22

**Presenting:** Board Secretary, E. Fortune

The Board Secretary provided the background to the updates to the document.

**MOTION:** **Approval of the draft updated IFI Board Terms of Reference**

### 8.4 New IFI Board Secretariat Terms of Reference

**Paper distributed:** 8.4 Draft IFI Board Secretariat Terms of Reference

**Presenting:** Chair, F. Lucy

The Chair presented the new Terms of Reference document for the Board Secretariat which the Chair will review with the Board Secretary annually.

**MOTION:** **Approval of the draft IFI Board Secretariat Terms of Reference**

### **8.5 & 8.6 Updated Expense Policies and Procedures**

**Paper distributed:** 8.5 draft updated IFI Board Member Expenses Policy & Procedure; 8.6 draft updated Foreign and Domestic Travel Expenses Policy & Procedure

**Presenting:** Board Secretary, E. Fortune

Policy updates arise from DPER circulars 16 & 17/2022.

**MOTION:** **Approval of the draft updated IFI Board Member Expenses Policy & Procedure and draft updated Foreign and Domestic Travel Expenses Policy & Procedure**

## **9. Management Assurance**

### **9.1 Monthly Protection Plan Review June and July 2022**

**Paper distributed:** 9.1.1 Monthly Protection Plan Review – June 2022; 9.1.2 Monthly Protection Plan Review – July 2022

**Presenting:** CEO, F. O'Donnell

**Action:** Noted by Board members.

Members noted the retirement of IFI's previous Head of Operations, Dr Greg Forde, the Chair confirmed a note of gratitude and good wishes on behalf of the Board for his dedication and invaluable service over 29 years had been forwarded. New Head of Operations, Barry Fox, shall attend the next Board meeting.

### **9.2 Development Projects Progress Report Q2**

**Paper distributed:** 9.2 Development Projects Progress Report Q2

**Presenting:** CEO, F. O'Donnell

The CEO updated members on the change of responsibility of the Senior Management Team members on foot of the appointment of the new Head of Operations. A discussion ensued on the nature of these new briefs. The CEO provided insight into the delays of progress on a number of development projects due to landowner consent and planning. He stated that 10 of the original 2022 project list would not be deliverable but that he anticipated that a total of 36 would be delivered in 2022.

**Action:** 9.1 B. O'Connor to present 10 new development projects in October.

### **9.3 Climate Mandate – August 2022**

**Paper distributed:** 9.3 Climate Mandate August 2022

**Presenting:** CEO, F. O'Donnell

**Action:** Noted by Board members.

## **10. Any Other Business**

### **Dormant Accounts Fund Application – 2023**

The CEO raised the opportunity of the submission of an application to the Department of Rural and Community Development (DRCD) accessing the Dormant Accounts Fund Disbursement Scheme. The Board agreed not to submit an application for the 2023 period.

### **FOR INFO - Jute Matting Queries Response – June/August 2022**

A proposal for this response paper to be appended to the Appropriate Assessment screening for weed removal operations was accepted by the CEO.

### **FOR INFO - Climate Change Mitigation Research Programme Report 2021**

The Board provided feedback in relation to the need for such research to offer management advice and tools.