



Iascach Intíre Éireann  
Inland Fisheries Ireland

# **BOARD OF INLAND FISHERIES IRELAND**

## **Meeting Report - 18 September 2024**

**This report provides an outline of agenda items raised at this meeting.**

# BOARD MEETING – 18 September 2024

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## 1. Standard Business

### 1.1 Administration and Monthly Reporting

#### 1.1.1 Agenda Adoption /Conflicts of Interest Declaration/ Adherence to Confidentiality

The agenda was adopted and no conflicts in respect of matters on the agenda were declared by members. The confidential nature of matters to be raised was agreed.

#### 1.1.2 DRAFT Minutes of the meetings of 12 & 26 June and 30 August 2024

**Papers distributed:** 1.1.2.1 DRAFT Board Meeting Minutes 12 June 2024\_Min E Ryan TD; 1.1.2.2 DRAFT Board Meeting Minutes 26 June 2024\_Chtr Fdbk Appld; 1.1.2.3 DRAFT Board Meeting Minutes 30 August 2024; 1.1.2.4 DRAFT Board Meeting Minutes 30 August 2024\_Closed

**RESOLUTION:** Approval of the draft minutes of meetings of **12 June 2024, 26 June 2024, 30 August**

#### Matters Arising

A note was advised for addition to the record of the private session of the Board on August 30<sup>th</sup>.

#### 1.1.3 Actions & Resolutions from previous meetings

**Paper(s) distributed:** 1.1.3.1 Board Meetings Actns Arising\_2024@ 10 September 2024; 1.1.3.2 Board Meetings Resolutions\_2024 @ 30 August 2024

Papers were taken as read and noted.

#### 1.1.4 Presentation – Implementation Support Team (IST)

**Paper(s) distributed:** 1.1.4.1 Report on implementation of EY Review Report Recommendations 18.09.24; 1.1.4.2 Governance Action Plan Dashboard 06.09.2024; 1.1.4.3 Report to IFI Board re SMT Operating Model 160924; 1.1.4.4 (2023) HR Business Case -New Sustainability Division; 1.1.4.5 Report on SLT Operating model 16.09.24

**Presenting:** IST members

Papers were taken as read. A briefing was provided on the IST report of the EY Governance Review Report recommendations and that the Governance Action Plan Dashboard provided a summary of the underlying data. The Chair acknowledged this update noting the Governance Review Steering Group monitors progress. A proposed SMT operating model was presented as an interim measure (to be revisited following the development of the new strategy). It was agreed that the interim arrangements were approved pending minor amendments and the updated paper would be provided at the October Board meeting. A further proposal in relation to a Senior Leadership Team (SLT) operating model was presented. Recommendations within the paper were presented: the maintenance of SLT members' operational roles and their potential policy development role via the formation of 4 new sub-committees. Members provided feedback on the paper and a discussion ensued on the issues to be addressed in these fora.

#### 1.1.5 CEO's Report/Main Board Report – Fish Farm Escape Killary

**Papers distributed:** 1.1.5.1 Deputy CEO Report September 2024\_11; 1.1.5.2 IFI 2024 Business Plan for Q2 updates

**Presenting:** Deputy CEO

Papers were taken as read. The Deputy CEO provided a verbal update on the Fish Farm Escape in Killary Harbour in terms of reported sightings (fish counter/angler catch) and risks to wild stocks. He confirmed that IFI holds a position on open net fish farms. It was noted that the farm owner was not compelled to provide an estimate of the number of escapees directly after the incident and that a representative of the Department of Agriculture, Food and the Marine (DAFM) informed media the estimate was between 6-8k. A discussion ensued on interventions to protect stocks and the need for a holistic coherent policy approach. It was agreed a paper is to be developed and raised for discussion at the next Board meeting.

#### 1.1.6 Finance Update

**Paper distributed:** 1.1.6.1 ARC Board Finance Report June 2024-Mngmnt Accounts & Q2 Financials  
Paper was taken as read and it was noted that this report was reviewed in detail by the ARC.

### **1.1.7 Governance and Risk Update**

**Paper distributed:** 1.1.7.1 ARC Board Governance and Risk Report September 2024

Paper was taken as read and it was noted that this report was reviewed in detail by the ARC.

### **1.2 Sub-Committee Update**

**Paper distributed:** 1.2.1.0 IFI Board Sub-Committee Map - September 2024

Paper was taken as read and noted.

#### **1.2.1 Audit & Risk Committee (ARC)**

**Paper distributed:** 1.2.1.1 Mins of Audit & Risk Meeting 27 May 2024\_APPRVD 2 September 2024

**Presenting:** Chair of ARC

A verbal report of the most recent ARC meeting (2 September) was provided, matters considered by the Committee comprised: policies listed under item 1.4.9 of the Board agenda, which are being recommended for approval; the Internal Audit Review of Records Management; an update on the status of the new Financial Management System (FMS) implementation project; and the tender competition for internal audit services. The ARC also reviewed a report on policy/ protocol breaches and weaknesses that led to a complaint being brought to the Workplace Relations Commission (WRC). The ARC Chair also referenced the Committee's recommendation of the Risk Management Enhancements Proposal 1.4.3.1 for approval.

#### **1.2.2 Human Resources Sub-Committee (HRSC)**

**Paper distributed:** 1.2.2.1 DRAFT Human Resources Sub-Committee Terms of Reference - Sept 2024

**Presenting:** Chair of HRSC

Paper was taken as read. The HRSC Chair provided a verbal update on the Sub-Committee's Inaugural meeting. Matters considered were the ToR, an update from the interim Head of HR in relation to industrial relations, recruitment, HR team resourcing and the review of HR policy and procedure.

#### **1.2.3 Property Sub-Committee (PSC)**

**Paper distributed:** 1.2.3.1 DRAFT Property Sub-Committee V2.0 Revised 09.09.2024

**Presenting:** Chair of PSC

Paper was taken as read. The PSC Chair presented the draft ToR and the nature of the Sub-Committee's work, in particular the adoption of a strategic approach and alignment of sources of funding / differing governance arrangements.

#### **1.2.4 Governance Review Steering Group (GRSG)**

**Papers distributed:** 1.2.4.1 Gov Review Strrng Grp Mtg Mins - 13 May 2024\_APPRVD\_10 June 2024; 1.2.4.2 Gov Review Strrng Grp Mtg Mins - 10 June 2024\_APPRVD\_08 July 2024; 1.2.4.3 Gov Review Strrng Grp Mtg Mins - 8 July 2024\_APPRVD\_09 Sept 2024

**Presenting:** Chair of the GRSG

Papers were taken as read. The Chair stated that the GRSG continued to monitor implementation of the EY recommendations.

#### **1.2.5 Corporate Plan Steering Group (CPSG)**

**Papers distributed:** 1.2.5.1 Corporate Plan Strrng Grp -Update to Board-DRAFT-V1 - Sept 2024; 1.2.5.2 Corporate Plan Strrng Grp - TABLE 1-Progress-TOR's-DRAFT-V1 - Sept 2024; 1.2.5.3 Corporate Plan Strrng Grp - TABLE 2 -Progress -Tasks-DRAFT-V1 - Sept 2024

**Presenting:** Chair of the CPSG

Papers were taken as read. Progress of the work of the steering group was provided.

### **1.3 Stakeholder Update**

#### **1.3.1 National Inland Fisheries Forum (NIFF)**

**Papers distributed:** No papers were distributed for this item.

**Presenting:** Board Chair

The Chair informed members of his meeting with the NIFF on September 12<sup>th</sup>.

## 1.4 Items for Approval

### 1.4.1 Judicial Review – September 2024

**Papers distributed:** 1.4.1.1 Judicial Review - September 2024; '1.4.1.2 Byrne Wallace Advice Note 5.08.2024 DRAFT-Legally Privileged; 'Byrne Wallace Advice Note 20.08.2024 - Addendum Advice-Legally Privileged

**Presenting:** Deputy CEO

Paper was taken as read. The Deputy CEO outlined the basis for proposed course of action in relation to recently dismissed cases and the legal advice obtained, Members discussed the diversity in opinion of the two legal firms. Following robust discussion, it was decided that on cost/benefit analysis, the Executive should engage a senior counsel to review IFI's prosecution procedures and provide advice in order to buttress IFI's prosecution systems.

### 1.4.2 Capital, Capital Works, Ops Contracts, Capital Expenditure

**Papers distributed:** 1.4.2.1 Capital, Cap Works, Ops Contracts, Cap Ex - Sept 2024; 1.4.2.2 Trailer Maintenance Contract - Sept 2024; 1.4.2.3 Lagrosiphon m treatment contractor - Sept 2024; 1.4.2.4 Provision of Vision Equipment Contract – Sept 2024; 1.4.2.5 Capital Expenditure NBMP Vehicle Fleet - Sept 2024; 1.4.2.6 Fish Counter Contract Approval Lot 1 - Sept 24 1.4.2.7 Capital Request RIB - Sept 2024; 1.4.2.8 Capital Request Fishing Licence Management System - Sept 2024; 1.4.2.9 Expenditure approval Askeaton Weir Complex - Sept 2024

**Presenting:** Head of Finance & Corporate Services

Papers were taken as read. The Executive responded to queries on the trailer maintenance contract and value for money regarding the invasive weed management costs on Lough Corrib.

**RESOLUTION:** Approval of the following recommendations were agreed:

Trailer maintenance contract >€150k over 4 years
Lagrosiphon major (weed) management contract >€150k over 2 years
Vision equipment >€50k, and contract >€150k over 2 years
National Barriers Mitigation Programme (NBMP)- vehicle fleet >€50k capital - 1xcar, 4xSUV [
Fish counter (resistivity & optical) replacement (33 units) >€50k plus Framework contract >€150k over 4 years
RIB, trailer & outboard engine – RIB fleet >€50k – pre-approval
Fishing Licence Management System – capital exp >€50k
Barriers Technical Expertise (Askeaton) – contract >€150k (NBMP & SSTRCP - SCF-21-0128)

### 1.4.3 Risk Management Enhancements Proposal

**Papers distributed:** 1.4.3.1 Risk Management Enhancements Proposal - September 2024

**Presenting:** Head of Finance & Corporate Services

Paper was taken as read. The ARC reported its review of risk tolerance, appetite, framework enhancements and the risk register template and recommends it to the Board for approval.

**RESOLUTION:** Approval of the **proposed risk appetite, risk tolerance, risk framework and risk register.**

### 1.4.4 Proposal to Consult on Brown Trout Bye-law 731-1997

**Paper distributed:** 1.4.4.1 Proposal to Consult on Brown Trout Bye-law 731-1997- September 24

**Presenting:** Deputy CEO

Paper was taken as read. Board members were satisfied with the paper provided.

**RESOLUTION:** Approval to proceed to **public consultation on the reduction of the legal bag limit for brown trout on Lough Arrow from 4 fish to 2 fish.**

### 1.4.5 Withdrawn

### 1.4.6 LIFE Project Application

**Paper distributed:** 1.4.6.1 LIFE Project Application Lower R. Shannon - September 2024

**Presenting:** Deputy CEO

Paper was taken as read. Board members were satisfied with the paper provided.

**RESOLUTION:** Approval of proposed 'in kind' staff support for the LIFE project application.

#### **1.4.7 Project Proposal BOUYANT (Bouy Added Value Network for Telemetry)**

**Paper distributed:** 1.4.7.1 IFI Research Grant Paper Buoyant Project - September 2024

**Presenting:** Head of Research & Development

This paper was taken as read. Dr Gallagher outlined the nature of the project proposal in partnership with UCC and the Commissioners for Irish Lights (CIL).

**RESOLUTION:** Approval of proposed grant application [€85k] in partnership with UCC, **Commissioner for Irish Lights (CIL) submitted to the Marine Institute Research Programme 2021-2027 'The Changing use of Ireland Ocean' call 2024**

#### **1.4.8 Project Extension Proposal – OPW Climate Resilience Project**

**Paper distributed:** 1.4.8.1 OPW Climate Resilience Project\_updated; 1.4.8.2 OPW R&D Project Initiation Document 2025-2029 Appendix

**Presenting:** Head of Research & Development

This paper was taken as read. The Head of Research & Development outlined the nature of this project work. He reported that there was a commitment to meet every 6 months.

**RESOLUTION:** Approval of the recommendation **to extend the current SLA with the Office of Public Works (OPW) - Climate Change Resilience Research Project in Drained Channels.**

#### **1.4.9 Policy Approval - Series**

**Paper distributed:** 1.4.9.1 Cover Sheet for Policy Approval; 1.4.9.2 DRAFT Board Member Travel & Subsistence Expenses Policy&Proc; 1.4.9.3 DRAFT Financial Authority and Approval Levels Policy 2024 V1.2; 1.4.9.4 DRAFT Gifts and Hospitality Policy & Procedure V4.1; 1.4.9.5 DRAFT Use of IFI Seal Policy; 1.4.9.6 DRAFT SMT Statement of Assurance - September 2024

**Presenting:** Head of Finance and Corporate Services

These papers were taken as read and were referenced earlier in the meeting by the ARC Chair.

**RESOLUTION:** Approval of policies following review by the ARC: **DRAFT** Board Member Travel & Subsistence Expenses Policy & Procedure; **DRAFT** Financial Authority and Approval Levels Policy 2024; **DRAFT** Gifts and Hospitality Policy & Procedure V4.1; **DRAFT** Use of IFI Seal Policy; **DRAFT** SMT Statement of Assurance

#### **1.4.10 Climate Action Roadmap**

**Paper distributed:** 1.4.10.1 IFI Climate Action Roadmap 2024

**Presenting:** Deputy CEO

Paper was taken as read and members were satisfied with the matters presented.

**RESOLUTION:** Approval of **IFI's Climate Action Roadmap 2024**

### **1.5 Items for Noting**

#### **1.5.1. Development Projects Progress Report for Q2 - September 24**

**Paper distributed:** 1.5.1.1 Development Projects Progress Report for Q2 - September 24

**Presenting:** Deputy CEO

Paper was deferred for consideration to the October meeting for consideration.

#### **1.5.2 Keystone Presentation**

**Paper Distributed:** 1.5.2.1 Procurement v1.0 (Feb 2023) - Presentation to Board  
Deferred for consideration to the October meeting.

## **2. Strategy & Planning**

### **2.3 Individual Strategies**

#### **2.3.1 Data Protection Strategy**

**Paper distributed:** 2.3.1 – Data Protection Strategy 2024-2025

**Presenting:** Head of Finance & Corporate Services,

Deferred for consideration to the October meeting.

**3. Key Reporting**

Not raised in this meeting.

**4. Policies**

Not raised in this meeting.

**5. Governance Plan**

Not raised in this meeting.

**6. AOB**

No matters were raised.