



Iascach Intíre Éireann
Inland Fisheries Ireland

BOARD OF INLAND FISHERIES IRELAND

Meeting Report - 30 October 2024

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

BOARD MEETING – 30 October 2024

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 18 September 2024

Papers distributed: 1.1.2.1 DRAFT Board Meeting Minutes 18 September_Private Session; 1.1.2.2 DRAFT Board Meeting Minutes 18 September

RESOLUTION: Approval of the draft **minutes of the Board meeting of 18 September**

Matters Arising

There were no matters arising.

1.1.3 Actions & Resolutions from previous meetings

Papers distributed: 1.1.3.1 Board Meetings Actns Arising_2024@18 October 2024; 1.1.3.2 Board Meetings Resolutions_2024 @ 18 September 2024

Papers were taken as read and noted. The appointment of a new Head of HR was noted.

1.1.4 CEO's Report/Main Board Report

Paper distributed: 1.1.4.1 Deputy CEO Report October 2024;

Presenting: Deputy CEO

Paper was taken as read. The Deputy CEO responded to queries in relation to: IFI's Service Level Agreement (SLA) figures; inspections of fish sales outlets; invasive species; the role of the Board in relation to fisheries policy; and the potential impact of the EU Nature Restoration Law (EU) 2024/1991 on the activities of the organisation. Members discussed the EU Nature Restoration Law (NRL) in relation to resourcing the delivery of the organisation's obligations under this legislation and the need to engage with the Department of Environment, Climate and Communications (DECC) in increasing funding in this regard. The Board discussed the need to clarify activities for which IFI is funded and those that are not, citing the origin of funding streams. It was noted that this is an important strategic exercise, which could highlight both gaps in funding, and areas of activity the organisation is not funded to deliver. The Chair of the Corporate Plan Steering Group acknowledged the update provided in the Deputy CEO's Report in relation to the strategy update.

1.1.5 Finance Update

Papers distributed: 1.1.5.1 Board Finance Report July 2024-Summary Management Accounts; 1.1.5.2 Board Finance Report August 2024

Papers were taken as read and noted. The Board acknowledged the ARC Chair's feedback that this report was reviewed in detail by the ARC.

1.1.6 Governance and Risk Update

Paper distributed: 1.1.6.1 Governance and Risk Report Q3 2024

Paper was taken as read and noted. The ARC Chair highlighted process of procuring a new Financial Management Information System (FMIS) where the Committee recommended the appointment of Project Manager for this significant project.

1.2 Sub-Committee Update

1.2.1 Audit & Risk Committee (ARC)

Papers distributed: 1.2.1.1 DRAFT Internal Audit Report – Records Management Review 2022; 1.2.1.2.1 Summary of ARC Recommendations; 1.2.1.2.2 Sale of Ballybane Property October 2024; 1.2.1.2.3 Procurement of Heavy Towing Vehicles; 1.2.1.2.4 Procurement of Electric & HVO Ready Vehicles; 1.2.1.2.5 Vehicle Fleet

Maintenance Services; 1.2.1.2.6 Contract for HVO Public Fuel Station Supply; 1.2.1.2.7 Internal Audit Services Tender October 2024; 1.2.12.8 DRAFT Matters for Decision of the Board V3.5_Fin Auth

Presenting: Chair of ARC

The ARC Chair provided a verbal report of 16 October ARC meeting, highlighting the finding of 'Limited' assurance of the Internal Audit Records Management Review, stating that there are a significant number of recommendations to be resolved. A member of staff is appointed to lead on the implementation of recommendations and the appointment of an archivist/ records manager had been recommended.

The ARC Chair indicated that Committee members engaged in a lengthy discussion on the findings of the IFI RIB Fleet Review and that in advance of bringing the Review recommendations before the Board for adoption, the Committee had tasked the executive with a number of actions, the result of which would come before the Committee in December before presenting to the Board.

The ARC Chair added that audit recommendation trackers were also discussed and feedback provided.

In relation to the next ARC meeting, the ARC Chair advised that the draft audited 2024 Financial Statements and the draft 2025 budget were due to come before the Committee and the executive was asked to provide a preamble supporting the presentation of the budget figures.

A discussion ensued on the inclusion of fisheries policy in the matters reserved to the Board. It was agreed to draft wording to the effect that the Board would approve strategic actions in relation to fishery management.

Summary of ARC Recommendations:

RESOLUTION: Approval of the following:

Adoption of the draft Internal Audit Records Management Review
Approval of the sale of IFI property at Ballybane, Galway
Approval to progress to procurement process for Heavy Towing Vehicles
Approval to procure 10 Electric and HVO Ready Vehicles
Approval to drawdown OGP Framework - Vehicle Fleet Maintenance Services and delegation of authorisation to Dep. CEO to sign the contract. Also: Approval to procure fleet management scheduling services
Approval contract award to Circle K for HVO Public Fuel Station Supply
Approval of the award of contract to Forvis Mazar as Internal Audit Service provider >€150k
DRAFT Matters for Decision of the Board V3.5 approval

1.2.2 Human Resources Sub-Committee (HRSC)

Papers distributed: 1.2.2.1 DRAFT Human Resources Sub-Committee Terms of Reference - September 2024

Presenting: Chair of HRSC

This terms of reference (ToR) was taken as read. The HRSC Chair provided an update on the preparation for the Sub-Committees next meeting on 18 November. Following a discussion on the SMT / SLT models presented by the Implementation Support Team (IST), the Board was satisfied that implementation of the SMT model would be paused with the exception of ICT and that the SLT model would advance.

RESOLUTION: Approval of the draft **Human Resources Sub-Committee Terms of Reference.**

1.2.3 Property Sub-Committee (PSC)

Papers distributed: 1.2.3.1 DRAFT Property Sub-Committee V2.0 Revised 12.09.2024;

Presenting: Chair of PSC

The terms of reference (ToR) was taken as read.

RESOLUTION: Approval of the draft **Property Sub-Committee Terms of Reference.**

Proposal to Lease Sligo Property

Paper distributed: 1.2.3.2 Proposal to lease Sligo Property - October 24

Presenting: Deputy CEO

This paper was taken as read. The Deputy CEO provided a presentation on this matter and the Board was sufficiently satisfied to approve the signing of the lease for the 4-year, 9-month period.

RESOLUTION: Approval to enter into a **lease contract for a property at Unit 2, GWI Business Park, Collooney, Sligo**; also approval to delegate responsibility to the Deputy CEO to sign the associated contract.

1.2.4 Governance Review Steering Group (GRSG)

Papers distributed: 1.2.4.1 SMT Operating Model _Updated following 18 Sept Brd Mtg; 1.2.4.2 SLT Operating model updated following Board feedback CLEAN 30.09.24; 1.2.4.3 Gov Review Strmg Grp Mtg Mins - 9 September 2024_APPRVD_ 14 Oct 2024

Presenting: Chair of GRSG

Papers were taken as read. The Chair introduced the updated operating model documents which were considered by the GRSG at its meeting on 14 October. A discussion ensued on the make-up of the models and potential efficiencies that might be applied.

With reference to Section 4 of the Deputy CEO's Report, the Head of Research & Development confirmed that the NRL is being implemented by the National Parks & Wildlife Service (NPWS). The Chair proposed that IFI invite senior Department officials to come to meet the Board to discuss the strategic ramifications of this legislation for IFI. The Board requested a 'directional paper' to be agreed in advance of meeting with Department officials. The Deputy CEO confirmed that a presentation would be provided on the 'Strategic Issues' paper at the December Board meeting. The updated SMT and SLT model papers were noted by the Board.

1.2.5 Strategy Steering Group (SSG)

Presenting: Chair of the CPSG

The Chair of the Strategy briefed members on steps being taken in drafting the next organisational strategy.

1.3 Stakeholder Update

1.3.1 National Inland Fisheries Forum (NIFF) - Not raised in this meeting.

1.4 Items for Approval

1.4.1 Bye-law Mobile Recording Devices

Papers distributed: 1.4.1.1 Proposal to create 'Use of Fixed Mobile Recording Devices Bye-law

Presenting: Deputy CEO

Paper was taken as read. The Deputy CEO provided a verbal presentation on this matter. The Board noted the paper and was satisfied with the presentation.

RESOLUTION: Approval to initiate the procedure for the development, consultation and **drafting of a national Bye-law for the use of mobile recording devices for law enforcement purposes.**

1.4.2 Habitats & Conservation Projects 2025

Papers distributed: 1.4.2.1 Habitats and Conservation Project - 2025 - Oct 2024

Presenting: Acting Head of Operations

This paper was taken as read. B. Beckett responded to queries, confirming that projects generally were multi-year, and that communication outreach is provided to applicants, which included webinars. While acknowledging the commendable work of the Project Management Unit, the Board requested that a review of the structures is conducted to simplify the process for applicants, looking at other funding models for insights e.g. LAWPRO. A discussion ensued on the 'Rivers Trust' model. Following this presentation the Board was satisfied to approve the funding scheme for 2025.

RESOLUTION: Approval of the **opening of the Salmon and Sea Trout Rehabilitation, Conservation and Protection and Midlands Fisheries Funds for 2025.**

1.4.3 Proposal to Revoke and Renew Brown Trout Bye-law 731-1997

Papers distributed: 1.4.3.1 Proposal to Revoke and Renew brown trout bye-law 731-1997 - Oct 24

Presenting: Acting Head of Operations

Paper was taken as read. The Acting Head of Operations responded to queries and following a proposal from the Board, agreed to amend the consultation documentation.

RESOLUTION: Approval to proceed to public **consultation on the proposal to increase the statutory size limit for brown trout from the current 12 inches to 14 inches.**

1.4.4 DRAFT Update for IFI's Scheme of Delegation

Paper distributed: 1.4.4.1 DRAFT Update for IFI's Scheme of Delegations Oct 2024

Presenting: Deputy CEO

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

RESOLUTION: Approval of the updated IFI Scheme of Delegation: where procurement has been approved by the Board in line with Tables 5, 6 & 9 of the **Financial Authority and Payment Approval Levels Policy, the Board delegates authority to sign contracts up to €200,000 to the CEO.**

1.4.5 Salmon Management Position Paper - Presentation

Papers distributed: 1.4.5.1 Salmon Management _Conservation Paper Oct 2024

Presenting: Head of Research & Development

Paper was taken as read. that salmon policy is a decision for the department and that a draft policy paper would come to the Board. A discussion ensued on the various pressures impacting stock survival. Queries in relation to the conservation regime were addressed, highlighting the organisations various responsibilities for other species. The Chair requested that a working group of the Board is formed for up to six months to work with the Head of Research & Development and acting Head of Operations on this policy addressing the issues, including articulating IFI's position on aquaculture. Members were nominated from the Board and were unanimously approved.

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

Paper was taken as read and noted.

1.5.2 Keystone Presentation

Paper Distributed: 1.5.2.1 Procurementv1.0 (Feb 2023) - Presentation to Board

Paper was taken as read and noted.

1.5.3 Angling & Commercial Licence Prices

Paper Distributed: 1.5.3.1 Angling and Commercial Licence Prices 2025 - October 2024

Paper was taken as read and noted.

1.5.4 Premises Inspections

Paper Distributed: 1.5.4.1 Premises Inspections - Oct 2024 This paper was taken as read.

Presenting: Acting Head of Operations

Paper was taken as read. The Deputy CEO provided a verbal presentation on this report.

1.5.5 Barriers Mitigation Programme - Presentation

Paper Distributed: Slide deck

Presenting: Head of Barriers Mitigation

An update to members was provided on the National Barriers Mitigation Programme (NBMP), comprising: her presentation were: IFI's work since 2019; actions under the Water Action Plan 2024; the NBMP objectives; the categories and mapping of barriers; programme targets; personnel resourcing; options for mitigation; stakeholder engagement; project prioritisation; capital works management and governance; project management stages.

2. Strategy & Planning

2.1 Corporate Plan - Not raised in this meeting.

2.2 Annual Business Plan

Paper Distributed: 2.2.1.1 IFI 2024 Business Plan updated for Q3
Paper was taken as read and noted.

2.3 Individual Strategies

2.3.1 Data Protection Strategy

Paper distributed: 2.3.1 – Data Protection Strategy 2024-2025
Paper was taken as read and noted.

3. Key Reporting

Not raised in this meeting.

4. Policies

Not raised in this meeting.

5. Governance Plan

5.1 Review of Governance Year Planner - Not raised in this meeting.

6. AOB

No matters were raised.