

**122<sup>nd</sup> MEETING OF THE FOYLE CARLINGFORD AND IRISH  
LIGHTS COMMISSION**

**Friday 4<sup>th</sup> September 2020 at 9.30am**

**Via Teleconference**

**Attendees**

**Present**

Andrew Duncan (Vice Chairman)  
Allan Ewart  
Fiona Walsh  
Heather Mackey  
Michael McCormick  
Patrick Gibbons  
Phil Mahon  
Terry McWilliams

**In Attendance - Loughs Agency**

Sharon McMahon – Designated Officer  
Laura McCready (Minutes)

Private Time for Board Members

The Board availed of private time before the Board Meeting commenced. Designated Officer joined the Board Meeting at 9.55am.

**1. Apologies**

Alastair Patterson  
Ian McCrea

**2. Conflict of Interest**

There were no conflicts of interest with any agenda items.

**3. Minutes of the Previous Meeting**

The minutes of the previous meeting were agreed as an accurate record.

Proposed Allan Ewart  
Seconded Patrick Gibbons

#### **4. Reserved Minutes**

The reserved minutes from the previous meeting were agreed by all.

Proposed Patrick Gibbons  
Seconded Allan Ewart

#### **5. Matters Arising**

All matters arising from the previous minutes were on the agenda for discussion.

#### **6. CEO Progress Report**

Prior to the Board Meeting Board Members were provided with a comprehensive overview of current significant issues, strategic updates and governance and accountability updates from the Designated Officer.

##### COVID-19 Global Pandemic

Designated Officer advised that all administration, technical and professional staff continue to work successfully and securely from their homes. Normal lines of supervision and support continue. Guidelines to facilitate safe and secure home working have been issued and Directors have implemented communication plans to ensure connectivity with their teams.

She added that as previously reported Fishery Protection staff have returned to full operational duties since the 18<sup>th</sup> May 2020, and a full range of scientific surveys have also recommenced.

RESERVED

##### North South Ministerial Council (NSMC)

Designated Officer advised that the NSMC has now reconvened, with the Agency's first Working Group meeting scheduled to take place on the 17<sup>th</sup> September 2020. She added that the first Aquaculture and Marine Sectoral Meeting is scheduled to take place on the 21<sup>st</sup> October 2020.

Designated Officer advised that the Agency's 2017, 2018 and 2019 Business Plans and the 2017-2019 Corporate Plan will be granted retrospective approval at the Sectoral Meeting. She added that the

2020 Business Plan and the 2020-22 Corporate Plan are currently with the Department of Agriculture, Environment and Rural Affairs Board for their approval, before submissions to NSMC for Ministerial approval at the Sectoral Meeting.

RESERVED

RESERVED

RESERVED

RESERVED

RESERVED

## **7. Finance Update**

Board Members were provided with a Budget Report up to the end of August 2020 and a capital projects update, prior to the Board Meeting. There were no questions or comments in relation to same.

## **8. Risk Register Update**

Board Members were provided with the individual Directors' Operational Risk Registers, overall Corporate Risk Register and COVID-19 Risk Register, prior to the Board Meeting for information.

Designated Officer advised that DAERA has provided the Agency with new guidance regarding the revisions from the Orange Book which the Agency is now required to consider incorporating into its Risk Registers. She added that DAERA has provided the Agency with their revised Risk Management Guidance, Strategy and templates for completion.

RESERVED

## **9. Performance Framework Update**

Board Members were provided with copies of new Performance Framework templates as completed by Directors, prior to the Board Meeting for their information.

Designated Officer advised that this is the first time the above templates have been completed. She added that members of staff who are managing projects provide an update to the relevant Director, which informs the papers provided to Board.

RESERVED

## **10. Audit and Risk Committee Update**

Patrick Gibbons, Chairman of the Audit and Risk Committee advised that the next meeting of the Committee is scheduled to take place on the 23<sup>rd</sup> September 2020.

Patrick advised that he met with DAERAs Head of Internal Audit and Audit Manager the previous day. He added that the meeting was very positive, with discussions mainly around the audit areas for the 2020 audit. Patrick reported that DAERA has indicated that it may need to recruit a private audit firm to assist with the audit, given its current workload.

## **11. External Funding Update**

The Board was provided with an update on the SeaMonitor, CatchmentCARE and SWELL projects prior to the meeting for information.

Designated Officer provided Board Members with information regarding a Development Agreement for completion of work in partnership with Derry City and Strabane District Council.

## **12. Press Releases**

Board Members were provided with a copy of press releases published since the previous Board Meeting.

RESERVED

## **13. Loughs Agency Legal Processes**

RESERVED

## **14. Legal and Enforcement Scrutiny Committee**

RESERVED

## **15. Schedule of Matters**

Prior to the Board Meeting Board Members were provided with a copy of the above, accompanied by legal advice in relation to this matter.

Patrick Gibbons advised that there are 2 bullet points regarding capital assets where a sum of money is required to be inserted. Designated Officer advised that this sum will be sought from the Financial Memorandum.

## **16. AOB**

There were no items of AOB to be discussed.

## **17. Date and Venue of Next Meeting**

The next meeting of the Board will be held on Friday 30<sup>th</sup> October 2020. Time and venue to be agreed based on most up to date COVID-19 guidance.

<b>Item No</b>	<b>Action</b>	<b>Responsible</b>	<b>Expected Delivery Date</b>
	RESERVED		