

NWIFCA Authority Meeting
10th December 2020; 10.00 a.m.

AGENDA
ITEM NO.
12

Chief Officer Report: September to November 2020

Purpose of Report: Information

Recommendation: Receive the report

Contents:

- i. General update**
- ii. Personnel, Health & Safety**
- iii. Communications**
- iv. Association of IFCA**
- v. Defra**

i. General update

1. Covid controls were easing in August and September with only local measures in higher risk areas of the UK. However on 3 November Government re-introduced UK wide restrictions on movement, again shutting down nonessential shops, restaurants and recreation related businesses for 1 month.
2. The November controls did not prevent work continuing as did those in March 2020. NWIFCA in common with other IFCA was able to work relatively normally. IFCO patrols and inspections were maintained including use of vessels when needed.
3. Carnfoth and Whitehaven Offices were open however In line with Government guidance most office based staff continued working from home if they could do so.
4. Government guidelines were followed and virus related Health and safety risk assessments continued in use.
5. Authority and TSB meetings this quarter were held on line on line and will continue on line until the conditions return to normal.

ii. Personnel, Health & Safety

6. **Members: Mr Ron Graham** resigned in November 2020. The Authority expresses grateful thanks to Mr Graham for 10 years' service to NWIFCA during which he was Vice Chairman of the Authority and Chairman of the TSB. Prior to NWIFCA, Mr Graham was a member of the Cumbria Sea Fisheries Committee. His knowledge and experience of fishing in NW England and sound advice was invaluable in assisting the Authority's policy development, particular with regards to byelaws and development of regulations. We very much hope he will continue to make his unique knowledge available to the Authority for many years.
7. With Mr Graham's resignation there are now two MMO appointee vacancies on the Authority. MMO has announced plans for a national recruitment to fill vacancies in many IFCA. This is scheduled to commence in December 2020. Appointees with service terms ending in 2020 have been given extensions ending April 2021.

8. As reported previously, three MMO appointees along with many others in other IFCA reach the statutory limit of 10 years' service in 2020. As above, all have been given 6 month extensions to April 2021. An announcement of a longer term solution is awaited. The Authority has applied for 2 extensions beyond the 10 year limit which have not been accepted by MMO. One member reaching 10 years in 2020 declined to apply for his appointment to be extended.
9. NWIFCA has not been notified of any extensions to MMO members' terms of office. This could cause a repeat of the problem in 2019 when the Authority was not certain which MMO appointees had valid appointments. In order to track appointments please could members inform the office if they have received communications granting extensions. Any member who is uncertain about their term of office should email office@nw-ifca.gov.uk
10. **Officers: Senior Scientist Mandy Knott** I am sorry to have to report that Ms Knott tendered her resignation in November to take up a post in Natural England. Ms Knott first joined the NW Sea Fisheries Committee on a work placement with the then Senior Scientist Bill Cook in 2007. As part of a BSc at Blackpool and Fylde Collage she did a Dissertation with Mr Cook about the Heysham flat mussel fisheries in 2008-9. After completing an MSC at Bangor University, she was appointed to the NWIFCA science team in 2010 and promoted to Senior Scientist in 2013.
11. Ms Knott has greatly developed and much improved the Authority's science work over the last 10 years. She was closely involved in the Authority's response to the major and complex policy change towards European Marine sites which started in 2012. Subsequently, she contributed extensively to the designation of Marine Conservation Zones in the District and has ensured that the Authority complied with the major burden of Habitats regulations assessments allowing active fisheries to continue in Marine Protected Areas throughout the District. In the last 3 years, Mandy has steered the proposed 'Byelaw 4 Potting Permits' through the byelaw making process to completion. Confirmation of the byelaw by MMO and Defra is expected in the near future.
12. Mandy, has established important new working relationships with partner agencies as well as developers in the District and the fishing industry. The Bivalve Mollusk Working group has been key to improving relations between competing fishing sectors and has earned the respect of all sides. We wish Mandy every success in her new role with Natural England.
13. **Covid 19** brought a halt to all staff appointments from the start of restrictions in March until Officers considered new staff could be safely given induction and training in the Covid risk environment. Appointments of IFCOs, a Science Officer and the Clerk were delayed in 2020.
14. After amendment of the Health and Safety Policy and development of safe operating procedures recruitment recommenced in August starting with the appointments of Field Officers (IFCOs).
15. Following competitive recruitment 2 IFCOs based in Whitehaven were appointed in September and started work in October. A permanent IFCO replaces Mr Sparks who resigned in March 2020 to take up a Fishery officer post in St Helena. A 1 year fixed term IFCO with possibility of extension provides cover for an IFCO taking 1 year shared parental leave.
16. Both officers are undertaking their training and will attend the 5 day IFCO course in early 2021.
17. **Health and Safety:** There have been no notifiable incidents up to end of November 2020. The H&S policy has been developed and amended to take account of changing circumstances and with the advice of the retained H&S consultant. The Authority has one member of staff on extended sick leave.
18. **Complaints:** there is one ongoing complaint.

iii. Communications

19. A poster has been produced to advertise the presence of Chinese Mitten Crab in Morecambe Bay. It has been shared widely on social media platforms reaching over 42,000 people. The shares were mainly to local interest groups around the bay. A form to easily report findings of mitten crabs has been set up on the website. A press release was distributed by the Senior Scientist regarding the finding to raise awareness.
20. A press release was issued for the conviction of two poachers at Flookburgh and taken up in print by Westmorland Gazette.
21. The website has been updated with new accessibility features.

iv. Association of IFCA

22. Mr Rob Clark was appointed CO of the AIFCA in August 2020 and commenced work in September 2020.
23. Mr Clark has provided reports at Annex A of the quarterly AIFCA Forum and Directors meetings on 1 October and a note of the Defra AIFCA liaison meeting held 23 Oct 2020.

v. Defra

24. Monthly meetings of the Defra IFCA liaison committee 'MAFCO' continued. The last meeting was on 5 November. Meetings are classified sensitive so papers cannot be shared. The main topics covered included:
25. The government 1 year 2021-22 Spending review includes £3M bid to cover Government funding of IFCA 2021-22. This funding is not yet confirmed.
26. Brexit negotiations with EU. No trade agreement in place yet. See Government websites for latest.
27. The UK fisheries bill parliamentary stages continuing. Likely that foreign vessels will have managed access to 6-12 miles zone.
28. Planning for fisheries patrols and enforcement from 1 January 2021 after the end of the Brexit transition period. All IFCA stand ready to assist as instructed when requirements become clear.
29. The Benyon report on Highly Protected Marine Areas published 8 June recommends HMPA should be established within existing designated sites. Site identification and designation will commence in 2021 following a published Government response to the Benyon report.

Main meetings attended August to October 2020

Chief Officers Group	2 Aug, 30 Sept, 28 Oct.
Defra (MAFCO)	10 Sept, 8 Oct, 4 Nov
TSB	3 Nov
AIFCA	Forum and Directors 1 Oct
NWIFCA	18 Sept

Annex A

Association of IFCA

Note by AIFCA CO of the Defra IFCA liaison meeting held 23 Oct 2020.

SR 20: with regards to funding as you know the autumn budget was cancelled. HMT have recently commissioned a one-year departmental spending review. The IFCA SR20 'bid' has been submitted, with grant at current levels supported by department heads. Nonetheless, at the 'whole Department level', this is not being described as a roll over. Defra were keen to emphasise that there will be no discretionary increases in spend in any of their budgets (in all areas). That is to say that Defra will have to find costs identified from EU withdrawal within spending windows (clearly challenging given the repatriation of duties). It was emphasised that whilst the bid had been submitted the pressures on the department are significant and the officials are prepared for certain areas to receive reductions in funding to enable the repatriation work to be resourced.

The AIFCA emphasised the challenges etc. which I don't need to rehearse again here.

A meeting with Minister Prentis is being scheduled and we shall update and press our case.

General member recruitment here is a brief note on the progress of the members' appointment process. This progress update emerges from today's Defra / IFCA's engagement & the AIFCA / MMO recruitment call. I note that MMO is to update the IFCA COG at the forthcoming meeting - but forewarned and all!

A tight timeline has been set out MMO to share with COG.

The national IFCA membership campaign will be tailored to the individual IFCA needs, but promoted collectively; that is to say MMO are looking to accept the individual support offered by IFCA's to promulgate / promote the information to IFCA community contacts.

looking to approach IFCA's / IFCA members to help develop some vblogs on the benefits of IFCA's membership - to bring some 'life' to the role. AIFCA supportive. volunteer IFCA's welcomed. to be raised at the COG meeting - ideas for suitable positive role models very welcome!

Interviews will need to be conducted via video- calls. AIFCA raised the obvious problems with this for some, i.e. potential barriers this can create for those less familiar with the technology. AIFCA requested that where necessary either Covid secure MMO local offices OR IFCA Covid secure premises might be used (not for whole panel) to allow prospective applicants access to the technology. IFCA's to consider if they can offer this facility (personally I can see how this might really help some - but recognise the capability will differ around the coast hence the suggestion of the MMO / IFCA office mix).

AIFCA asked (with emphasis) that the Chairs of the recruiting IFCA be on the interview panels - MMO to consider the request! (importance of this matter highlighted to Defra). Reiteration of the benefits of this by COG would help this request!

I will engage with Fishing News to try and get some editorial support as the campaign goes live. Les (Weller) has forewarned the Angling Trust and is liaising wrt promotion. I will do the same with the NFFO / PBA

Promotional material being developed will be online, but also produced in a format that may be printed / sent / handed to prospective applicants / clubs / societies & etc. AIFCA reiterated that IFCA's would assist in this process.

I hope this helps! any questions please let me know -

Rob (Clark,CO AIFCA)

AIFCA priorities

I brief summary of the AIFCA priorities were provided to Defra. IN summary these are:

1. engagement (wider national stakeholders),
2. communications and promotion of AIFCA within Defra group,
3. increasing cooperation with partner agencies and Local Government Special Interest Group
4. Collaboration with partners and demonstrating value for money.

We spoke about the recent statement by Minister Prentis

(see <https://www.theyworkforyou.com/debates/?id=2020-10-13b.258.2&s=speaker%3A25902#g265.4>) we requested clarification and identified the

IFCAs futures paper and SR20 reference to IFCAs potential role in the 6-12nm area.

AIFCA engagement we talked about the myriad of groups in Defra that 'benefit' from IFCA engagement. We briefly touched upon the role of Subject Area Leads and referred to discussion in COG.

Future of Control and Enforcement Fund we emphasised the control and enforcement fund and the importance thereof. I am advised that this will be reported to MAFCO.

the official note of the meeting will be circulated - but given the pace of discussions / my pending leave, I thought this note would help set the picture

please let me know if I can expand on any of the areas identified in this note

thank you

Rob

Robert Clark

Chief Officer



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AIFCA Members Forum and Directors Meetings

(Draft) Meeting Notes

Date & Time: 1st October 2020 10:30

Venue: Videoconference

Members Present

Dr Tom Hooper
Cllr John Lamb
Dr Will Wright
Julian Gregory
Dr Stephen Axford
Les Weller (vice Chair)
Dr Stephen Atkins
Cllr Paul Williams
Tony Tomlinson MBE (Chair)
Sam Davis
Prof Mike Williams
Mat Mander
Prof John Humphreys
Ian Jones
Stewart Harper

Officers

Robert Clark

Apologies for absence

Tim Dapling
Mike Hardy
Cllr Andy Guy

1) Election of Chairman

Tony Tomlinson was nominated by Les Weller and following a vote duly elected as Chairman. Les Weller was nominated for vice chairman by Tony Tomlinson and following a vote duly elected. There were no other nominations for either position.

2) Declarations of Interest

None

3) Minutes of Previous Meeting (March 2020)

Proposed by Les Weller and Seconded by John Lamb. The minutes were agreed as a true record. All were in favour. Thanks were recorded to Sam Davis for production of the minutes. The actions from the minutes appear in the item updates in the agenda.

4) Progress Reports

a) Progress against the 3KQ report

Members received a verbal report from the AIFCA Management Group Chairman. The Chairman briefly outlined the process to date noting thanks to the 3KQ consultants. The Chairman welcomed and thanked Devon and Severn for re-joining the AIFCA; noting the importance AIFCA members placed on their return. Looking forward the AIFCA role and aims will be revisited now the organisation has made changes to the officers. The new Chief Officer has also been asked to bring forward updated and refreshed policies and procedures. Prof. Humphreys was thanked for his work in this regard.

The roles of the Management Group was described and it was highlighted that this would be ratified at the Directors meeting. The action to review the structure of the limited company will commence and seek to conclude in 18 months. The Chairman thanked all the members who had played such an active part in the review. In particular the review group were thanked. Mat Mander, Les Weller,

Sam Davis, Julian Gregory and Paul Williams. The work of Paul Williams in the preparation of the accounts was highlighted.

Prof. Humphreys expressed his thanks to the group and to the Chairman on behalf of the Members. He felt that the very positive and optimistic about the work undertaken and the role of the AIFCA. The Members resolved to formally record their thanks to Tony Tomlinson and the review group for the work in reviewing the AIFCA.

Members NOTED the UPDATE

b) Appointment of Chief Officer

Members received a verbal update from the Chairman on the appointment of the AIFCA Chief Officer. Members heard how there had been a strong list of candidates for the role of Chief Officer. Following the interview process Robert Clark had been appointed, from the 1st of September. The Chairman thanked the Chief Officer for his work in the interim period prior to appointment.

Members NOTED the UPDATE

c) IFCA member's appointments

Members received a verbal report from the AIFCA Vice-chairman. Les Weller described the process to date, and how very recently, and following a rather delayed process, the MMO had finally written to the IFCA members who were due to expire at the end of their 10 year term advising them of whether an extension to their appointment was to be granted. Julian Gregory enquired as to whether the letters had gone to both the successful and unsuccessful candidates. It was confirmed that in the first instance the letters had been sent to the successful candidates with letters to the other members to be sent shortly. Les Weller further described his discussions with the MMO on behalf of the AIFCA on the proposed national recruitment campaign for new members. The campaign timelines had already slipped. The advertising is likely to commence in November and run til January with a 3-week sifting process with interviews in March.

Prof Williams described how he had had extensive discussions with the MMO regarding the loss of experience as a result of the 10-year expiration policy. he issue of local elections was highlighted by Cllr Lamb whereby local elections have been rolled over to May. The IFCA's faced the issue of losing experience from their Council appointees. Julian Gregory agreed that this supported the case for retention of General Members. Cllr Williams advised that he had written to the MMO requesting a meeting but had received no reply and Dr Atkins advised members that he had submitted requests for extensions for two members, but the correspondence had apparently been lost. Les Weller described how he had minutes and correspondence going back over two years, trying to get action on the matter. Les described his frustration with the entire process.

Stewart Harper described how he had sought and been granted the extension of 5 members; the members appointment will now however all expire in April 2022 and consequently no staggering of appointments has been built into the extension process. The Chairman described how he had written endlessly to the MMO on the matter and it had been raised with Defra. The MMO Chief Executive had previously promised a root and branch review of the process of members appointments. It was agreed that the process was very unsatisfactory to date and the General Members have not been given the support their hard work and dedication deserves.

Members NOTED the UPDATE

It was further agreed that Les Weller would circulate his letter to the MMO describing the issues with the process and that the Chief Officer should highlight the issues to the Defra and seek to work with the MMO to improve the situation.

d) SR20 IFCA COG response

Members received a report from the Chair of the Chief Officer Group. The Chief Officer provided the background to the report which was circulated previously. The Chief Officer also advised that he had been engaging with the Local Government Special Interest Group on the matter. A marine fisheries and conservation group of the SIG has been established. Cllr Lamb welcomed the

engagement with the SIG and advised of the significant pressures on the Local Authorities budgets, asking that Defra be made aware of the severe funding pressures that the Local Authorities and IFCA's will be under for funding.

Dr Axford welcomed the excellent report by the Chief Officers Group and enquired as to whether the indicators could be reported in the individual IFCA's annual reports. The Chief Officer advised that the AIFCA and the COG would be engaging with NIMEG and TAG as to the methodology to gather the metrics under the COG SR20 response.

Prof Williams advised that Plymouth Council had indicated that they are facing a very significant deficit as a consequence of the Covid pandemic and this compounds the more general pressures that their IFCA are under. More generally Devon and Severn IFCA wished to discuss the matter of whether the IFCA's should be funded by central government directly as opposed to the current funding model. Cllr Lamb highlighted that this issue has been raised and debated previously. He highlighted that there is also consideration of the amalgamation of Local Authorities to create combined authorities; this has a potential impact on several IFCA's. David McCandless highlighted the importance of local communities and local / regional delivery because of the IFCA model. The model of both local and central government funding was appropriate in this context, but the failure of the central government funding to increase to reflect not only inflation but also the increased demands on the service was the key issue.

Prof Williams stated that he would support central government funding with local input. Cllr Williams recognised the concerns regarding funding but noted the importance of the local decision making whereby with local funding comes the ability to define local priorities. Prof Humphreys urged caution because of the vulnerabilities that could result from removing the local authority funding. Adding that the local authorities bring democratic accountability and legitimacy. It is necessary to weigh up the advantages and disadvantages very carefully. In his opinion the model is correct but requires greater central government funding.

Dr Ashworth raised caution over the reliance on central government funding. Adding the oversight that local councillors is very important to the committees, they provide stability and continuity and the ability for the authorities to set their agenda according to their local priorities.

Prof Williams highlighted that his experience is because of the issues faced in the D&S Authority whereby several of the local authorities have withheld funds and do not wish to contribute to the IFCA. In his opinion the AIFCA should take a position on the issue on whether IFCA's should be centrally funded. Julian Gregory highlighted that Eastern IFCA were at the other end of the spectrum in comparison to the position outlined by Prof Williams when it comes to the local authorities; the Eastern IFCA enjoy a very productive relationship with the finance teams in their constituent authorities.

Prof Humphreys supported the points made by Julian Gregory that local fisheries are important to local communities and the local communities should be able to shape the direction of management. The priorities for local communities may be very different from the priorities for central government.

Members NOTED the UPDATE

Tony Tomlinson thanked members for their constructive debate, and it was agreed that that the matter be referred for reports at the next meeting.

AGREED that the IFCA funding model be debated at the next AIFCA meeting and reports be prepared.

ITEMS FOR DECISION

6. AIFCA Accounts 2019/20

Members approved the final accounts for the AIFCA for 2019/20. Cllr Williams provided members with a comprehensive overview of the AIFCA's financial position and the actions taken to prepare the end of year accounts. A detailed explanation of the treatment of the capital equipment grant, MPA project and £9k of earmarked reserves was provided. The legal and professional costs associated with the personnel changes were also noted. It was noted that the fixed assets had been fully written off. The Net Asset situation was described and details of the cash at bank provided.

Looking forward from the out-turn to a review of future costs the review of insurances was noted. The IT and website costs were identified and would be subject to review this year. The phone contract costs were explained and have been reviewed. There will be savings made in the venue and conference hire costs. The proposal is not to recruit an assistant immediately and payroll and assistance will be provided.

Prof Humphreys thanked Cllr Williams for his detailed explanation and was happy to propose that the Accounts be approved, before doing so he requested further details of the Science Direct costs. It was explained that the costs were offset by income from the IFCA's to the same amount, whereby the central procurement enabled savings to be made. Prof Humphreys requested that the service be reviewed because he felt the access provided by the subscription was limited. However, others who used the service, felt that it represented good value for money. Prof Humphreys will enquire with his IFCA.

Les Weller enquired as to the phone contract costs. These were described and the direct debit had now been cancelled. Stewart Harper thanked Cllr Williams for report and the preparation of the accounts. He asked if the title of the accounts could be corrected to remove the capital A from and. This was agreed. The chairman asked that the Accounts be approved. The motion was proposed by Prof Williams and seconded by Prof Humphreys. All present were in favour.

The final accounts of the AIFCA for the financial year 2019 to 2020 were APPROVED

7. Training position

Members received a report from Will Wright on the appointment of a National Training Officer with recommendation(s) of the Chief Officer. Dr Wright provided the background to the report. The Chief Officer provided a breakdown of the costing and benefits of the post. Cllr Lamb spoke in favour of the continuation of the position and the value of training to the IFCA's. Cllr Lamb thanked Ian Jones for his work to date in the role.

Mat Mander gave his apologies and left the meeting taking no further part in the debate.

The Chief Officer summarised the position with regards to Kent & Essex as the employer and the AIFCA providing management support. Julian Gregory enquired as to the basis for the salary. It was explained that the role had been subject to a job evaluation under the host IFCA's scheme. After a debate it was AGREED that the job specification be reviewed. The position with regards to the individual members providing subscription to the position was clarified as per section 3.1.1. of the officer's report. On the basis of the explanation Prof. Williams could support the recommendations.

Subject to the review of the Job Description, Les Weller proposed and Julian Gregory seconded **that the AIFCA;**

- 1) AGREE to record thanks to Ian Jones (ex AIFCA NLTO) and Kent and Essex IFCA for the work of the NLTO to date.**
- 2) NOTE the grant award under the EMFF.**
- 4) AGREES to commence a recruitment process for an NLTO with a revised job description that links the duties, responsibilities and IFCA training programme that has been developed in the last 18 months**
- 5) NOTES the budgetary implications of the appointment of a new NLTO and agrees in principal (subject to individual IFCA ratification) to provide ongoing support for the role.**
- 6) RECOMMENDS that the COG revisit the membership of the national IFCA training group**

All were in favour.

At 13:15 there was a 15-minute break.

BREAK

At 13:30 the meeting reconvened

8. Budget Control

Members received a report from Paul Williams on the AIFCA Budget with the recommendation that the members approve the revised budget.

Cllr Williams described the budget assumptions, noting where variance is expected. He described the cash budget, the contents in the notes to accompany the budget and provided detail on aspects of the notes. He reported that the bottom line is that at the end of Aug. we are £21k ahead, but with anticipated VAT yet to pay of £14k.

Sam Davis thanked Cllr Williams for his detailed explanation of the accounts. Cllr Williams said that he was very happy to support the AIFCA and the new Chief Officer

Prof Williams proposed and Les Weller seconded the recommendation that members **note the budget control statement and approve the AIFCA budget.**

Members thanked Cllr Williams.

9. The Defra IFCA Evaluation Report

Members received a report from the Chief Officer. The Chief Officer gave the background and context to the report. Prof. Williams expressed his frustration that the draft report has not been circulated to the Chairs and he was minded to complain to the Secretary of State if that were to happen again. Both the Chairman and Cllr Lamb supported such an approach.

There was a debate about the adequacy of the report's methodology and an explanation that certain of the inaccuracies in the drafting were being addressed.

It was **AGREED** that the Chief Officer should draft a response to the report in anticipation of the report's eventual publication and that the draft response be circulated for comment.

10. EU Exit

Members received a report from Will Wright of the Chief Officers Group on preparation for EU Exit and the role of IFCA's. Dr Wright's briefing described the process of coordination with partner organisations, referring to the role of JMOCC, the IFCA./MMO intel system, the Intel Cells into Defra.

Dr Wright detailed the vessel charter agreements with MMO for vessel sharing. He provided an overview of preparations ahead of the end of the transition period and the role of IFCA's.

Members debated the implications for IFCA's and thanked Dr Wright for his update and the officers involved in the preparations.

11. Dates of, and arrangements for the Next Meetings

It was agreed that the meetings of the AIFCA Members Forum, to be followed by a meeting of the AIFCA Directors, shall be held on the following dates:

8th	December	2020
9th	March	2021
8th	June	2021 (AGM)
7th	September	2021
7th	December	2021
11th	March	2022

It was agreed that for the foreseeable future that the meetings shall be held remotely using video-conferencing. Notwithstanding it is desirable to meet in person if possible and the situation will remain under review.

AIFCA DIRECTORS MEETING

(Draft) Minutes

1st October 2020 at 14:27

Via video-conference

Directors Present

Tony Tomlinson (Chairman)
Les Weller (Vice Chairman)
Robert Clark (Chief Officer)
David McCandless
Sam Davis
Tom Hooper
Stephen Atkins
Will Wright
Julian Gregory

Also in attendance

Ian Jones (Chief Executive Officer – Southern IFCA)
Cllr Paul Williams (Chairman – North Western IFCA)

1. Election of Chairman and Vice Chairman for 2020/21

Tony Tomlinson was nominated for Chairman by Les Weller and the nomination was seconded by Stephen Atkins. Les Weller was nominated for vice Chairman by Tony Tomlinson and the nomination seconded by David McCandless. There were no other nominations. All present were in favour and;

Tony Tomlinson was elected Chairman
Les Weller was elected vice Chairman

2. Apologies

Apologies were accepted from;
Tim Dapling
Mike Hardy
Mat Mander

3. Declarations of Interest

There were no declarations of Interest.

4. Minutes of the previous meeting

The minutes of the meetings on the 21st of January and the 20th of March were accepted as a true record. The minutes were proposed as a true record by Les Weller and seconded by Tom Hooper. All agreed. The Directors thanked Sam Davis for the production of the minutes.

DECISION ITEMS

5. To approve the AIFCA Accounts 2019/20
Les Weller proposed that the Accounts be approved and this was seconded by Sam Davis. All agreed. The Accounts were approved.

The Directors resolved to formally record thanks to Cllr Paul Williams for his work in the production of the AIFCA accounts.

6. To approve the appointment of new members

In accordance with the articles of Association, the Directors approved the appointment of Ian Jones as a Director of the Association. The motion was proposed by Les Weller and seconded by David McCandless.

It was agreed following a verbal report from the Chief Officer that the Chief Officers roles as a Director be reviewed.

7. To approve the Budget

Cllr Williams provided a breakdown of the budget, noting that whilst there will likely be significant variation and cost savings in certain areas, (due to new ways of working), this is being closely monitored and he recommended and it was agreed; the budget was approved by the Directors.

The motion was proposed by Les Weller and seconded by Sam Davis.

8. To ratify the creation of the management group

The Directors agreed to ratify the creation of a management group to run the day-to-day oversight of the AIFCA business. The composition of the group to be;

The Chairman

The Vice-Chairman

The Chair of the Chief Officers Group

Cllr Paul Williams (as finance advisor)

Mike Hardy (as Human Resource Advisor)

Les Weller proposed the recommendation and seconded by David McCandless. All Directors were in favour.

INFORMATION ITEMS

9. To receive a verbal report on the progress of the AIFCA revised work plans and the development of an AIFCA strategy.

The Chief Officer set out plans to develop a strategy, welcoming input from members.

The Chairman asked the Chief Officer to present to the next members forum.

The Chief Officer thanked the Directors for their support.

The meeting ended at 14:45