

Northern Ireland Fishery Harbour Authority

Finance and General Purposes Committee Meeting

Zoom Meeting on

Wednesday 10 February 2021 at 10.00am

Present:	Robert McConnell (RMcC) - Chairperson Kevin Quigley (KQ) – Chief Executive Alan McKeown (AMcK) – Board Member Davey Hill (DH) – Board Member David Knott (DK) – Board Member
In attendance	Belinda McCaughey (BMcC) – Accounts Administrator

	Action
1. APOLOGIES None	
2. CONFLICT OF INTEREST No Conflict of Interest declared.	
3. MINUTES OF PREVIOUS MEETING Minutes of the meeting held on 25 November 2020 were agreed.	
4. MATTERS ARISING FROM THE PREVIOUS MINUTES None	
5. CEO OVERVIEW KQ discussed issues which are covered under relevant sections below	
6. 2020/21 MANAGEMENT ACCOUNTS AND CASH POSITION – 9 MONTHS ENDED 31 DECEMBER 2020 KQ discussed the issue around setting the Income figure for this years Budget due to Covid-19. Plan before Covid-19 hit was to concentrate on Minor Works. In the first half of the year we curtailed expenditure to that which was necessary only. Our Budget was based on the whole fleet being tied up and money running out - this did not happen. In addition DAERA provided two tie-up schemes for the vessels. Landings and Ice sold are paid through vessel Agents. Failure to pay would have resulted in withdrawal of that service.	

	Action
<p>Rents – only 1 problem tenant but hard to chase under the Good Landlord scheme. KQ will discuss with solicitors how to move forward with this property.</p> <p>Overall in the accounts we did much better than we thought.</p> <p>DH commended KQ on his quick response to the Covid-19 pandemic and the Grant-in-Aid of £1m which was put in place early on in 2020.</p> <p>KQ discussed details of the revenue and in particular:</p> <ul style="list-style-type: none"> - Harbour Dues. Two elements – Fishing Vessels and Non Fishing/Project Vessels. Normally runs ahead of budget – only a small proportion of revenue budgeted for non fishing vessels. - Slipway. Down due to partial closure at the start of the year. - Ice. Up against budget as landings are up on budget but down on last year. Long term decline in Ice Sales due in part to newer fishing vessels having their own ice making facilities on board the vessel. <p>Sundry Income. Up due to Furlough Payment not being budgeted for.</p> <p>Expenditure was 4% down – which is a significant achievement as we are normally very tight on our spending.</p> <p>KQ discussed group expenditure in some more detail.</p> <p>Ardglass – Here fishing never stopped. They had a bounty harvest. Revenue was high – not significantly down on last year. More overtime costs due to issues with the Ice Plant. Port Waste Management up due to more skips – Ardglass is subject to fly-tipping as the harbour is very open to the public.</p> <p>Kilkeel – Revenue down due in part to slipway being closed for part of the year and own usage for our Dredger. Expenditure – staff costs down due to reduced overtime at the start of the pandemic and staff off on furlough. DH praised the Kilkeel Harbour Master for her work since appointment. KQ noted that the whole team has stepped up under her leadership and more respect is shown to our staff from members of the public. Repairs are down but should reach budget level by year end.</p> <p>Portavogie – New Harbour Master joined in March 2020 at start of pandemic. Repairs are high but some may end up being capitalised before year end. There has been no spend on Vessel decommissioning to date due to no planning approval yet.</p> <p>DK asked about dredging in all of the Harbours and KQ confirmed that Ardglass and Portavogie need dredged approx. every 4 years. Ardglass has been completed this year and Portavogie has just been surveyed. Portavogie slipway may need to be dredged soon – but that would only take a few days. There is a need to balance Kilkeel requirements against the timing for Portavogie.</p>	<p>KQ</p>

	Action
<p>KQ took questions on the detail pages of the Accounts.</p> <p>Balance Sheet – Assets are being revalued at the moment. KQ spoke on the figures.</p> <p>AMcK asked if the EMFF grant revenue lines could be included in the next set of management accounts.</p> <p>Capital works expenditure is as detailed – HM Offices refurbishment, which was delayed, is now underway. Portavogie Revetment has been completed.</p> <p>Non funded Capital Works was budgeted at £90k. Currently £28k but this will increase before year end.</p> <p>BMcC discussed the detail contained in the supplementary pages.</p> <p>KQ discussed the OPRC plan and response now required from MCA. KQ has asked the new representative in MCA to make a presentation to our Harbour Masters to bring them up to speed on the requirements.</p> <p>DH suggested Bill Bennett or Keith Patterson would be good people to call on if more consultation were needed.</p> <p>DK made the suggestion that when the next exercise took place in Belfast the Harbour Masters would be welcome to attend as observers.</p> <p>Accounts were approved to be taken to the February Board Meeting.</p>	<p>BMcC</p> <p>DK</p> <p>KQ</p>
<p>7. CURRENT FORECAST</p> <p>KQ advised that DAERA were alerted at the start of the year that we could go into deficit. Agreement was made to allocate £1m Grant in Aid.</p> <p>Current minimum cash reserves level for NIFHA is £500k. Monthly updates are provided to DAERA and at the last update the £1m was released for 2020-21 with the proviso that it would be required in 2021-22.</p> <p>Landings are hard to forecast but are as accurate as we can foresee at the moment.</p> <p>Issues with shellfish exports to EU – pathways are still there but currently no restaurants are open to make use of the product. Fresh product is doing well in France.</p> <p>Spend on decommissioning vessels has not commenced due to no planning approval.</p> <p>Whilst we have no control over income we have responded well with expenditure and will continue to do so.</p>	
<p>8. 2021/22 FINAL BUDGET AFTER ADJUSTMENTS</p> <p>The budget has been changed slightly to reflect changes since its approval at the last finance meeting.</p> <p>Additional £20k has been included for Pay Review</p>	

	Action
<p>Additional £90k also included for Vessel dismantling which remains a concern. KQ discussed the process in detail with the Committee and our need for new a Harbour Order.</p> <p>Bad Debt provision has been reduced using a more detailed analysis. Normal budget would have been £5k.</p> <p>Budget was recommended to be taken to the Board for approval.</p> <p>DK asked about EMFF funding. KQ detailed how the current allocation of £3m was being spent. Also noted the additional projects which are going to DAERA panel for approval early in March.</p> <p>DAERA have assured us that there is another scheme in the pipeline to replace EMFF – details are not known yet.</p>	KQ
<p>9. ESTATE MANAGEMENT AND DEVELOPMENT</p> <p>KQ gave an update on our current position – No rent increases were processed in 2020.</p> <p>Rooney Road site in Kilkeel is progressing, albeit slowly.</p> <p>Training centre in Portavogie has been taken over and new lease is with our solicitors at the moment.</p> <p>Plans to create a small processing unit on the old Parkgate Site in Portavogie are moving forward quite quickly. A licence to occupy will be put in place in the interim.</p> <p>Ards and North Down Council wish to move forward with their plans to refurbish the footpath in Portavogie. KQ noted that there will be more consultation required before this goes ahead. NIFHA have the final say in what happens in their harbour estates. Approval was given to take this proposal to the Board – with point discussed noted.</p>	
<p>10. ANY OTHER BUSINESS</p> <p>None</p>	
<p>11. DATE OF NEXT MEETING</p> <p>To be confirmed at Board Meeting on the 24 February 2021.</p>	