

Northern Ireland Fishery Harbour Authority

Risk and Assurance Committee

Zoom Meeting

On

Wednesday 08 Sept 2021 at 10.30am

Present:	David Knott (DK) – Audit Committee Chairperson Kate Burns (KB) – Board Member Harry Wick (HW) – Board Member Lynn Gilmore (LG) – Board Member
In attendance:	Kevin Quigley (KQ) – Chief Executive Belinda McCaughey (BMcC) – Accounts Administrator
DAERA Internal Audit	Eveline Doherty (ED)
DAERA Sponsor Branch	Ciaran McKendry (CMcK)

	Action
1. APOLOGIES None	
2. CONFLICT OF INTEREST No Conflict of Interest declared.	
3. MINUTES OF PREVIOUS MEETING Minutes of the meeting held on 09 June 2021 were agreed with a slight amendment to the numbering on item 12.	
4. MATTERS ARISING All matters were taken to the Board Meeting in June.	
5. RISK REGISTER – AUGUST 2021 KQ spoke to the changes made since the last Risk Register was reviewed. In particular: 1. Various risks to delivery due to Covid-19 This round of Covid-19 is a nightmare. Staff are being pinged. Other staff are having to take up the slack. KB asked where is the biggest risk in the harbours? What do we do with H&S. KQ noted all of our staff with the exception of Danielle and a young staff member are double vaccinated.	KQ

	Action
<p>DK asked about access to test centres – but this is not too bad at the moment. More of an issue with Children having to be tested before returning to school.</p> <p>3. Failure to meet planned delivery of Capital Projects. Harbour Masters Offices continue to be a concern. The old Parkgate premises is also an issue.</p> <p>4. Unfunded Cost Overrun on Harbour Masters Offices will exceed provision. The risk could be reduced to H from VH but KQ prefers to keep at VH for the moment. Will review again next month. There will be a risk to the Minor Works budget if we need to spend on this overrun.</p> <p>5. Collision or grounding at Kilkeel Harbour Entrance News is good from Kilkeel. Mecal have extended the operating certificate to the end of October. Tender has been awarded for the work. Very competitive bid – within grant.</p> <p>8. Possibility of injury to visitors at the harbour Query over the proposed action. KQ will amend to refer to current project.</p> <p>10. Ex Parkgate site, rates risk and incident risk Letter of Offer has been received but we are still £18k short.</p> <p>17. Impact on Income and Expenditure due to Covid-19 shutdown Grant in Aid (GIA) has been received. Fishing is good but its all about the price now – not the volume. This risk can be removed until next year. CMcK asked about further drawdown of GIA due to the 2 month lead time. KQ noted we are aware of lead time and will claim in time.</p> <p>21. Non recovery of power or water There is a residual risk here. Some customers are innovative on ways to defraud. No visible increase this year.</p> <p>Risk 22. 23 and 24 – Abandoned Vessels,, Risk of Injury, Cost of Disposal A small steel vessel was dismantled on the quayside in Portavogie at no cost to the Authority. Planning permission is still progressing. EHO are OK with the sound but are now requesting a traffic assessment which will need to go to DOE Roads. The planners will not allow two facilities on the one location so we have to rescind the original approval. Solicitors are now involved. KB asked if there had been any feedback from DAERA. KQ has a meeting this week with the department solicitors to move the Harbour Order forward. Climate Change Risks will need to be addressed at the Corporate Planning Day. Need to see if there is any grant funding available.</p>	<p></p> <p>KQ</p> <p>KQ</p>

	Action
<p>DK is meeting with NI Climate Change Committee shortly and will forward a link to all members. This will be an online session and may provide an insight of the gaps, etc.</p> <p>LG suggested using Environmental Officer to research into funding available regarding Climate Change.</p> <p>DK – attention is moving to de-carbonisation in fishing ports – this will also need to be addressed on our Corporate Planning Day.</p> <p>HW noted that NI fishing vessels tend to be 30 years old before arrival in Northern Ireland. New technology will not affect the fleet for a while.</p> <p>KB noted that not a lot is happening with Seaweed farming in the UK but that Rathlin has plans to become the 1st Zero Carbon Island in the UK.</p> <p>Risk Register was approved with the slight amendments to be taken to the Board.</p>	KQ
<p>7. EQUALITY AND GOOD RELATION DUTIES – ANNUAL PROGRESS REPORT</p> <p>This has not yet been prepared – was due on 31 August 2021. Equality Commission have confirmed that due to Covid-19 there is no rush.</p> <p>Rosemary has returned to work on a phased basis and is focused on training the two recruitment exercises in Kilkeel and Portavogie.</p>	
<p>8. RISK APPETITE</p> <p>This is our current view of the world.</p> <p>KQ covered the contents of the document and the proposed minor amendment.</p> <p>The Committee discussed this fuller and an amendment is to be made referring to Mental issues on the Risk Appetite Statement.</p> <p>Amendments will be taken to the Board Meeting on 22 September 2021 for approval.</p>	KQ
<p>9. RISK MANAGEMENT POLICY – ANNUAL REVIEW</p> <p>The committee confirmed the report will be taken to the Board Meeting on 22 September 2021 for approval.</p>	
<p>10. PROJECTS AT RISK</p> <p>Already discussed under the Risk register review.</p>	
<p>11. PERSONAL INJURY CLAIMS</p> <p>KQ updated the Committee with the two outstanding claims against the Authority.</p>	

	Action
<p>KB asked if KQ required any support with one of the claims. KQ noted not at this time – part of being the boss!</p>	
<p>12. HEALTH AND SAFETY UPDATE AND MINUTES OF THE H&S HARBOUR MEETINGS</p> <p>KQ advised we are now in a better place due to the appointment of Gail. Meetings have all been scheduled.</p> <p>Internal Audit has shown no significant failure in the last 6 months.</p> <p>KQ gave an overview of the meetings and took questions from the Committee.</p> <p>DK – useful to see the age of some of the actions and see the trends, etc.</p> <p>Audit of the Marine Safety Management System will take place this year. DK advised ABP Moore are doing Belfast Harbour but he may have some recommendations of who could carry out ours. KQ will discuss.</p>	<p>KQ</p>
<p>13. ANY OTHER BUSINESS</p> <p>CMcK advised that there is still no outcome from October Monitoring but bids are all likely to be met.</p>	
<p>14. DATE OF NEXT MEETING</p> <p>This will be in February 2022. Date to be determined at the December Board Meeting.</p>	