

AIFCA DIRECTORS MEETING MINUTES

11th March 2021 @ 14:00 PM

MSTeam Videoconference



Directors present:

Tony Tomlinson (Chairman)
Les Weller (vice-Chairman)
Mike Hardy
Julian Gregory
Will Wright
Ian Jones
Mat Mander
Tom Hooper
Stephen Atkins
Robert Clark (Chief Officer)

1) Apologies for absence

Tim Dapling

2) Declaration of Interests

3) Minutes and actions from last Director's meeting

Minutes were proposed to be adopted by Les Weller and seconded by Ian Jones. All were in favour and the minutes were duly adopted.

4) Chairman's announcements

None

5) Progress Reports

i. Registration with Information Commissioner (verbal report)

The CO advised the members that the AIFCA has been registered with the Information Commissioner and is in ongoing discussion with the Commissioner as regards the status of the AIFCA as being subject to Fol and etc. The AIFCA has set out that it now considers that the organisation should be subject to these regulations.

Items for decision

6) AIFCA Budget control statement

There was a discussion on the treatment of income through membership received in previous years. This was clarified by Paul Williams. Cllr Williams notified the members that the AIFCA will be invoicing for membership for the AIFCA in the new financial year.

The members considered the recommendation that the budget statement be approved; David McCandless proposed this recommendation and Stephen Atkins seconded the motion and all members were in favour.

7) AIFCA Business Plan

Sam Davis proposed the recommendation "That the Chairman be authorised to approve and adopt the AIFCA Business Plan on 1st April 2021." David McCandless seconded the proposal and all members were in favour.

8) Allowances

Tony Tomlinson and Les Weller declared their interest and took no part in the debate. Robert Clark took over the chair. Sam Davis proposed the recommendation "that an allowance scheme for the Chairman and Vice Chairman of the AIFCA be adopted as per the agreement at the Members Forum". The motion was seconded by Julian Gregory. Mat Mander abstained. All other directors were in favour.

The CO agreed to include a note in the officer's report on the work undertaken by the Chairman and vice chairman.

9) Terms of reference for the Management Group and Co-opted member for Finance

The Directors agreed (as per the members forum recommendations) that;

- a) the terms of reference of the AIFCA Management Group be agreed.
- b) the Association co-opts a member for finance to the management group from the AIFCA membership.
- c) The co-opted member for finance is paid an allowance which is bench marked to 2020/21 Co-Optees Cornwall Council scheme.
- d) The allowance shall be reviewed annually and paid quarterly and in arrears.

The motion was proposed by Sam Davis and seconded by Julian Gregory. All members were in favour.

10) Temporary re-allocation of AIFCA post - Policy Officer

The Directors agreed (as per the members forum recommendations) that; the AIFCA recruits for the position of Policy & Engagement Officer by way of secondment.

The motion was proposed by David McCandless and seconded by Les Weller.

Members heard that Isle of Scilly had expressed an interest in the appointment. After debate the members unanimously agreed to, subject to terms, offer the position to the Isle of Scilly and the Chief Officer should update members at the next meeting.

11) AIFCA Annual Delivery Plan

Sam Davis proposed that the Chairman be authorised to approve and adopt the AIFCA Annual Delivery Plan on 1st April 2021 the proposal was seconded by Julian Gregory and all were in favour.

12) AIFCA Budget 2021 / 22

Cllr Williams advised members of the updates made to annual budget proposal since the Forum meeting and members asked about the treatment of the surplus. The motion that members approve the budget was proposed by Stephen Atkins and seconded by Les Weller and all were in favour.

13) Survey Equipment Ownership

Further to the agreement at the Forum meeting that IFCA's be given the opportunity to express an interest in owning one, or more, of the survey equipment items held by the AIFCA. It was agreed that the Edge Tech sonar and a Sea Spyder camera be transferred to Cornwall IFCA's ownership. That a Sea Spyder be transferred to Northumberland IFCA's ownership and the

remaining item transferred to Eastern IFCA. The agreement being that it is subject to the equipment being made available for use by other IFCAs.

All members were in favour of the transfer of ownership and the CO was asked to report to the next meeting on progress.

ADDITIONAL ITEMS

13) Science Direct Fees

That members indicate their intention to subscribe to Elsevier for science direct – the cost £12,180.28 ex. VAT for 2021/22 to be divided by the IFCAs subscribers. The CO was asked to invoice accordingly.

14) 10 Anniversary event

To establish a management committee for the IFCA 10-year anniversary event.

The CO introduced the item with an outline proposal. It was agreed that Paul Williams, Les Weller and Ian Jones would form the management committee for the event.

The meeting concluded at 14:55