

**MINUTES OF A MEETING OF THE COMMISSION HELD ON
MONDAY 25 JULY 2022 AT 10.00AM ON MICROSOFT TEAMS**

Present:

Mr G McGivern (Chairman)
Mr J Lennon
Mr H Sinclair
Mr J Stewart
Mrs O Chesney
Mr G Maguire

In attendance:

Mr I Stevenson
Miss S Blain

Ms Brown from Department for International Trade joined the meeting at 10.00am.

2022/6/1 Presentation from Agri, Food & Drink Stakeholder Lead (NI),DIT

The Chairman welcomed Katie Brown to the meeting and looked forward to hearing about her role in DIT.

Ms Brown thanked the Chairman and introduced herself to the Board. She proceeded to give the Board an overview of the support services provided by DIT. These included:

- UK Export Academy;
- UK Tradeshow Programme;
- UK Export Finance; and
- 'Made in the UK, Sold to the World' Campaign.

After the presentation there was an opportunity for some questions from the Board. Ms Brown offered to forward some further information to the Chief Executive which would be circulated to the Board.

The Chairman thanked Ms Brown for taking the time to speak to the Board and looked forward to further engagement with DIT.

Ms Brown left the meeting at 10.30am.

2022/6/2 Apologies

No apologies had been received.

Signed _____
Chairman

2022/6/3 Declaration of Interests Pertaining to Agenda Items for Discussion

The Board agreed that none of the agenda items required any Board members to abstain from discussions.

Compliance with the Management Statement & Financial Memorandum, Sponsor Manual and Managing Public Money NI

Confirmed.

2022/6/4 Minutes of Commission Meeting Held on 29 June 2022

The minutes of a meeting, held on 29 June 2022, were approved by the Commission and signed by the Chairman.

Proposed: Mr J Lennon
Seconded: Mr H Sinclair

2022/6/5 Matters Arising

- **PGI**

The Chief Executive reported that all parties have agreed on the adjustments to the PGI application. The amended application has been forwarded to the EU and a response is awaited.

- *Withheld – Commercially Sensitive*

- **Meeting with Head of Internal Audit**

The ARAC Chairman reported that a meeting will be arranged with the Head of Internal Audit before the next Board meeting.

2022/6/6 Chairman's Report

- **Board Membership** – The Chairman advised that DAERA had proposed further extensions to the current Board membership.

- **Weekly LMC Bulletin** – The Chairman commented on the improvement in quantum and quality of reports in the weekly bulletin following the recent recruitments to fill staff vacancies.

Signed _____
Chairman

- **Primary School Initiative**

The Board commended the LMC team on the very successful primary school initiative at the end of the summer term. Eighty-four cookery demonstrations took place reaching approximately two thousand pupils.

2022/6/7 Chief Executive's Report

In advance of the meeting the Chief Executive had circulated a report relating to this section of the meeting.

- **Covid-19**

The Chief Executive updated the Board on the working arrangements for LMC staff as the world starts to emerge from the Covid-19 pandemic. A plan to return all staff to an office working day each Monday from 5 September 2022 with increased office opening is proposed. This will be kept under review. The senior management team have concluded that no additional office space is required but is hopeful that an ad hoc arrangement for meeting room space can be agreed with the landlord.

- **Food and Drink Export Council**

The Chief Executive advised that DIT had asked him to circulate a message to relevant contacts, that it is calling for applications for the appointment of the Food and Drink Export Council Co-Chair. The deadline for applications is 10 August 2022.

- *Withheld – Commercially Sensitive*

2022/6/8 Quarterly Business Monitor for Q1 2022-23

The Board noted the quarterly business monitor for Q1 2022-23.

2022/6/9 Quarterly Section Reports

The Board noted the quarterly sections reports for the first quarter.

Action Point: The Board requested a critical path plan to the disposal of Lissue House is available for the next Board meeting.

Signed _____
Chairman

2022/6/10 Risk Management/Health & Safety

Withheld – Commercially Sensitive

2022/6/11 Any Other Business

None

2022/6/12 Date of Next Meeting

The next LMC Board meeting will be held on Thursday 22 September 2022 at 9am in Crowne Plaza Hotel, Belfast.

The Board meeting ended at 11.55am.

Signed _____
Chairman