

## MINUTES

### MINUTES OF A MEETING OF THE COMMISSION HELD ON WEDNESDAY 25<sup>th</sup> JANUARY 2012 AT 10.00 AM AT LISSUE HOUSE

**Present:**

Mr P O'Rourke (Chairman)  
Mr P O'Neill  
Mr J Noble  
Mr K Sharkey  
Mr I Mark

**In attendance:**

Mr I Stevenson  
Miss S Blain

The Chairman congratulated Kenneth Sharkey on being rewarded a MBE in the New Years Honours list for his outstanding contribution to the Northern Ireland red meat sector.

**2013/1/1 Apologies**

An apology was received from Mrs M McCormack

**2013/1/2 Minutes**

The minutes of a meeting held on 19<sup>th</sup> December 2012, were approved by the Commission, and signed by the Chairman.

Proposed: Mr I Mark  
Seconded: Mr K Sharkey

**2013/1/3 Matters arising**

**(i) LMC Budget and Capital Spend 2012/2013 -GIRA Russian Market Report**

The Chief Executive advised that approval has been received from DFP/CPD for the direct award of the contract.

**(ii) LMC Board Performance - Self-Assessment Checklist**

The Chief Executive has received six returns from Board Members. These returns will be collated, and circulated to Board Members prior to the next Board Meeting.

**Action Point:** The Self Assessment Checklist will be an agenda item for the February Board meeting.

## 2013/1/4 **Chairman's Report**

The Chairman reported on meetings he had attended since the last Board Meeting.

### (i) **Presentation to Newry & Mourne District Council**

The Chairman updated the Board on a presentation he made to Newry & Mourne District Council, regarding LMC and its activities

### (ii) **Meeting with K Morrison (DARD)**

The Chairman reported to the Board on a meeting he had with K Morrison regarding outstanding items from the LMC Review Implementation Group Meetings post-review.

**Action Point:** The Chairman is to organise a meeting with the DARD Minister. AME should be an agenda item.

**Action Point:** The Chairman is to advise DARD to re-advertise Mr J Noble's position, when his term on the Board ends in early 2014. Audit/Finance experience is to be requested to be added to the Job Description.

*Withheld – Commercially Sensitive*

*P O'Neill left the meeting at 11.30am*

## 2013/1/5 **Chief Executive's Report**

### (i) **FQAS Board Meeting**

The extension of the current NIFCC Contract was discussed by the Board.

**Action Point:** The Board agreed to extend the current NIFCC contract for a year, with the option to extend for a further year.

### (ii) **Assured Food Standards – Annual Fee**

AFS has proposed an increased fee, and an annual inflationary increase.

**Action Point:** The Chief Executive is to discuss the AFS proposition with other devolved regions, and then respond to AFS.

**(iii) DARD Internal Audit 2012/13**

The Chief Executive advised that LMC received a satisfactory opinion in the recent Internal Audit Report.

**2013/1/6 Conflict of Interest Forms**

**Action Point:** Board members are to return updated conflict of interest forms as soon as possible.

**2013/1/7 Business Monitor – Quarter 3**

Noted.

**2013/1/8 Quarterly Reports**

The quarterly departmental reports were noted.

*Withheld – Commercially Sensitive*

**2013/1/9 Date of next meeting**

It was confirmed that the date of the next meeting would be Wednesday 27<sup>th</sup> February at Lissue House

**2013/1/10 Any Other Business**

**(i) LMC Conference**

The 2013 LMC Conference will be held on 20<sup>th</sup> March at Greenmount. Guest Speakers are being finalised at present.

**(iii) GIRA – Meat Trends Presentation**

Presentation will take place at INI on 6 February 2013.

*The Meeting ended at 12.40pm*