

**MINUTES OF A MEETING OF THE COMMISSION HELD ON
WEDNESDAY 26th NOVEMBER 2014 AT 12.10PM
AT LISSUE HOUSE**

Present:

Mr P O'Neill (Chairman)
Mr P McElroy
Mr K Sharkey
Mr I Mark
Mrs M McCormack

In attendance:

Mr I Stevenson
Miss S Blain

2014/9/1 Apologies

An apology had been received from Mr P O'Rourke, who was unable to attend the meeting. However, he joined the meeting via telephone conferencing to give his Chairman's report (2014/9/4).

2014/9/2 Minutes

The minutes of a Meeting held on 22nd October 2014 were approved by the Commission, and signed by the Chairman.

Proposed: Mr P McElroy

Seconded: Mrs M McCormack

2014/9/3 Matters arising

(i) Succession of LMC Board Members

The Board received verbal confirmation from C McMaster (DARD) that Board Members who were due to retire at the end of 2014 would be offered a 6 month extension.

(ii) Beef Cattle Specification/LMC Protocol

The Chairman reported that there had been further discussions with relevant parties, and he hoped that the protocol would be signed by the end of the year.

(iii) Effective Stakeholder Engagement Workshop

M McCormack had attended the workshop, and provided feedback to the rest of the Board.

(iv) Agri-Search Workshop Consultation

The Chief Executive advised that LMC had not provided a response.

(v) **Remuneration Committee Meeting**

Action Point: The Board agreed that the Remuneration Committee would meet on 2nd December 2014 at 11.00am at Lissue House.

Mr P O'Rourke joined the meeting via telephone at 12.20pm

2014/9/4 Chairman's Report

Mr P O'Rourke reported on meetings he had attended since the last Board Meeting.

(i) **Meeting with C McMaster (Director of Food, Farm and Rural Policy Division, DARD).**

Mr P O'Rourke summarised the main areas discussed by C McMaster with the Board at the meeting held immediately prior to the Board Meeting.

Withheld – Commercially Sensitive

- *LMC Business Case*

Action Point: The Remuneration Committee will meet urgently to consider C McMaster's comments, and discuss how to progress the business case.

- *Succession of Board Members*

See 2014/9/3(i)

- *AFBI/LMC Conference*

Mr P O'Rourke reported that that conference had been very well attended, and that good feedback had been received.

Action Point: The Board agreed that LMC should promote itself more strongly at future events.

Mr P O'Rourke left the meeting at 12.40pm

2014/9/5 Chief Executive's Report

(i) Red Meat Strategic Forum (RMSF)

Action Point: The Board agreed to review the future of the RMSF at the end of the DETI review of agri-food marketing and promotion.

Mr P O'Neill declared a conflict of interest, which was noted by the Board.

(ii) DARD Request for Financial Assistance

The Chief Executive informed the Board that DARD had asked LMC to co-fund with the pork and poultry sectors the travel costs of a DARD Senior Vet to China for a negotiation meeting with the Chinese Government on poultry, pork and TSE's.

Action Point: The Board agreed to provide funding for travel costs, and will also consider any future requests.

(iii) Business Plan/Strategic Plan/Accounts

The Chief Executive circulated a letter from DARD with an indicative timetable for approval of the Business Plan, Strategic Plan, and LMC Accounts.

Action Point: The Chief Executive will discuss, and agree timetable dates with the Head of Food Policy Branch (DARD).

(iv) Global Conference on Sustainable Beef - Brazil

The Chief Executive had circulated to the Board a report on LMC's recent attendance at the Brazil conference.

Mr P O'Neill declared a conflict of interest, which was noted by the Board.

(v) NIFCC Contract

The Chief Executive advised the Board that LMC had agreed a final year extension to the contract with NIFCC

(vi) FQAS Scheme

The Chief Executive advised the Board that LMC was continuing to actively promote the requirements of the FQAS Scheme, regarding animal feed, etc. to FQAS Members, following important changes to the product standard, which are being implemented, and inspected from 1 October 2014.

2014/9/6 Report of Audit and Risk Assurance (ARA) Committee Meeting held on 26 November 2014

The ARA Chairman gave a verbal report to the Board on the recent meeting.

Internal Audit

The ARA Committee has approved the terms of reference for the next Internal Audit.

Risk Register

The ARA Committee recommended the updated risk register for approval to the Board.

Action Point: The Board approved the updated risk register.

2014/9/7 Any Other Business

No items were notified in advance by Board Members.

2014/9/8 Date of Next Meeting

It was agreed that the next Board Meetings will be:

11th December 2014, 10.00am at Dundonald House with the Departmental DARD Board

11th December 2014, 11.30am, Ramada Hotel, Shaw's Bridge, Belfast, and

11th December 2014, 1.30pm with LMC Staff at the Ramada Hotel.