

**MINUTES OF A MEETING OF THE COMMISSION HELD ON
THURSDAY 3RD JULY 2014 AT 9.00 AM
AT LISSUE HOUSE**

Present:

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

In attendance:

Mr I Stevenson
Miss S Blain

2014/6/1 Apologies

An apology had been received from Mr P McElroy.

The Chairman advised that he had received an apology from the Minister's office just prior to the LMC Board meeting, that she would be unable to attend.

Action Point: The Board agreed to write to the Minister to suggest alternative dates for a rearranged meeting (July 28th or 29th).

2014/6/2 Minutes

The minutes of a Meeting held on 28th May 2014 were approved by the Commission, and signed by the Chairman.

Proposed: Mr I Mark
Seconded: Mr K Sharkey

2014/6/3 Matters arising

Withheld – Commercially Sensitive

Mr P O'Neill joined the meeting at 9.25am.

(i) Meeting between the Departmental DARD Board and LMC Board

Action Point: The Board agreed to change the date of the December Board meeting to 11th December 2014 and tie it in with the meeting with the DARD Board. The date will be confirmed with the DARD Board.

(ii) LMC Audit Committee

- LMC Board Succession

The Chief Executive advised the Board that a letter had been sent to the DARD Minister highlighting the issue of Board succession.

- LMC Annual Report and Accounts 13/14

The Chief Executive reported that the Annual Report and Accounts had been approved by the Comptroller and Auditor General on 10th June 2014 and would be laid in the Northern Ireland Assembly on 4th July 2014.

(iii) IMS World Meat Congress 14th -16th June 2014

The Chief Executive reported on the recent trip to China for the IMS Congress. He felt it had been a very useful conference and each attendee had been asked to provide a summary of their experience for publication on the LMC website.

2014/6/4 Chairman's Report

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

(i) Industry meetings on farm residency issues.

The Chairman reported on meetings held with producers, processors and marts representatives to try and reach a consensus on the way forward regarding the farm residency issues. A further meeting will be convened within 10 days and LMC would be tabling a protocol for management of communication and decision making around issues of specification and related price signals, which the Chairman hoped all parties could sign up to.

(ii) Meeting with DARD Minister – 24th June 2014

The Chairman reported that a meeting had been arranged at short notice by the Minister with LMC. LMC briefed the Minister on the current situation regarding residency issues and issues with so called “Nomadic” cattle. The Minister welcomed LMC efforts to try and resolve the residency issue and would be supportive of an industry consensus/protocol if one can be agreed.

2014/6/5 Chief Executive’s Report

(i) Internal Audit Service Level Agreement 2014-2017

Action Point: The Board approved the Internal Audit Service Level Agreement 2014-2017. The Chief Executive will sign the document on behalf of LMC.

(ii) Revised LMC Risk Register

Action Point: The Board approved the LMC Risk Register.

(iii) LMC Records Management Policy

Action Point: The Board approved the policy.

(iv) LMC Information Risk Management Policy

Action Point: The Board approved the policy.

(iv) DARD Asset Management Plan

Action Point: The Board approved the wording proposed by the Chief Executive to include an ownership statement regarding Lissue House.

2014/6/6 Review of Agri-Food Marketing & Promotion – Stakeholder Questionnaire

The Board considered LMC’s draft response and proposed a few amendments.

Action Point: The Chief Executive will incorporate the Board’s amendments into LMC’s response and submit it by the closing date of 29th August 2014.

2014/6/7 Any Other Business

No items notified in advance by Board Members.

2014/6/8 Date of Next Meeting

It was agreed that the next Board Meeting will be held at 10.00am in Lissue House on Wednesday 24th September 2014.

The meeting ended at 12.15pm.