

## MINUTES

### MINUTES OF A MEETING OF THE COMMISSION HELD ON THURSDAY 26 JULY 2012 AT 12.15 PM AT LISSUE HOUSE

**Present:**

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

**In attendance:**

Mr I Stevenson  
Miss S Blain

**2012/7/1 Apologies**

None.

**2012/7/2 Minutes**

The minutes of a meeting held on 20 June 2012, were approved by the Commission, and signed by the Chairman.

Proposed: Mr P O'Neill  
Seconded: Mr K Sharkey

**2012/7/3 Matters arising**

**(i) Cattle Health Steering Group – Eradication of BVD**

The Chief Executive advised that LMC has submitted a Business Case to DARD for approval.

**(ii) Supermeat Awards**

**Action Point:** The Board agreed that LMC should seek to achieve maximum PR coverage with the local NI award winner (Asda Antrim).

**(iii) Invest NI**

**Action Point:** The Board agreed that LMC should seek a meeting with Senior Management in Invest NI.

**(iv) Information Governance**

**Action Point:** The Chief Executive will send approved response to DARD Permanent Secretary.

**(v) Annual Report & Accounts**

The Chief Executive advised that LMC Annual Report & Accounts 31 March 2012 had been approved by the DARD Minister, and laid before the NI Assembly on 6 July 2012.

**Action Point:** The Board agreed to keep the same print format for next year.

**(vi) AHDB Brussels Reception – November 2012**

**Action Point:** The Board agreed that LMC should maximise the benefits of attending this event by arranging other meetings with MEP's, etc.

**(vii) Self Assessment Tool for the Board**

**Action Point:** The Chief Executive and Chairman will consider how to fit the self assessment into the schedule of Board Meetings.

**(viii) Frequency of LMC Board Meetings**

**Action Point:** The Chairman and Chief Executive will convene a meeting of the Board to discuss other activities which could benefit from Board Members individual expertise.

**Action Point:** The Board agreed to further consider the frequency, and format of Board Meetings post re-organisation.

**2012/7/4 Chairman's Report**

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

**2012/7/5 Chief Executive's Report**

**(i) Formal Recognition of FQAS Board**

**Action Point:** The Board approved the draft terms of reference.

**Action Point:** The Chief Executive will present the approved terms of reference to the FQAS Board at its meeting on 27 July 2012 for consideration.

**(ii) Business Monitor April- June 2012**

The Board noted the Business Monitor.

**(iii) FFIAP Nomination**

**Action Point:** The Board approved the nomination of the Industry Development Manager, and the Chief Executive as Deputy in his absence.

**(iv) Royal Smithfield Club Bicentenary Trophy 2012**

**Action Point:** The Board agreed to nominate Mr C Tweedie for the award.

**(v) International Meat Secretariat**

**Action Point:** The Board will be circulated with future editions of the IMS Newsletter.

**(vi) LMC Equality Scheme**

The Chief Executive informed the Board that an advisor had been appointed. The final revised equality scheme will be brought to the Board in October 2012.

**2012/7/6 Report from Remuneration Committee Meeting**

The Chairman gave a verbal report to the Board.

**Action Point:** The Board approved the principles agreed by the Remuneration Committee.

*K Sharkey left the Meeting at 2pm*

**Action Point:** The Board approved the Remuneration Committee's recommendation for the Audit Committee Chairman's fees;

- Daily rate £368
- Half Daily Rate £184

**2012/7/7 Quarterly Section Reports**

The quarterly reports from industry development, education services, and from farm quality assurance were noted by the Board.

**2012/7/8 Notes of Senior Management Team Meeting – 9 July 2012**

Noted.

**2012/7/9 LMC Brussels Report – June 2012**

Noted.

**2012/7/10      Date of next meeting**

It was confirmed that the date of the next meeting would be 19 September 2012.

**2012/7/11      Any Other Business**

***Agri-Food Strategy Board Questionnaire***

**Action Point:** The Board Members will forward/share comments with the Chief Executive in order to provide a considered and appropriate response from LMC.

*The Meeting ended at 2.30pm*