

MINUTES

MINUTES OF A MEETING OF THE COMMISSION HELD ON WEDNESDAY 23 MAY 2012 AT 10.00AM AT LISSUE HOUSE

Present:

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

In attendance:

Mr I Stevenson
Miss S Blain

2012/5/1 Apologies

Apologies had been received from Mr J McGaughey.

2012/5/2 Minutes

The minutes of Confidential Board Meetings circulated to Board Members, were approved by the Commission and signed by the Chairman.

Proposed: Mr P O'Neill

Seconded: Mr J Noble

The minutes of a meeting held on 18 April 2012, were approved by the Commission, and signed by the Chairman.

Proposed: Mr P O'Neill

Seconded: Mr I Mark

2012/5/3 Matters arising

(i) IMS World Meat Congress

The Chief Executive advised that NIMEA had changed one of its representatives travelling to the conference.

(ii) Rural Payments Agency

The Chief Executive advised that RPA has still to forward an updated draft Service Level Agreement.

(iii) LMC Strategic Plan 2012-15, Business Plan 2012-13 & Budgets

The Chief Executive advised that DARD has approved the Strategic Plan, Business Plan and Budgets

(iv) Recruitment

The Chief Executive updated the Board on the progress of current recruitments.

(v) Balmoral Show 2012

The Board agreed that Balmoral Show had been a successful event.

(vi) Board Terms of Reference

Action Point: The Chairman and Chief Executive will develop a schedule for future Board Meetings.

(vii) Review of Bovine Tuberculosis – Correspondence from Assembly Agriculture and Rural Development Committee.

The Chief Executive advised that LMC had submitted a brief response supporting the review

(viii) Cattle Health Steering Group – Eradication of BVD

The Chief Executive updated the Board on further discussions with CHSG.

Action Point: The Board agreed that LMC would provide up to £40, 000 as a one-off contribution to the project on behalf of the NI red meat industry. The Board also agreed that LMC should seek the maximum publicity for the LMC contribution.

Action Point: The Chief Executive will advise UFU of LMC's position.

(ix) Food 4 Life Website

The Chief Executive provided comparative figures for visits to the Food 4 Life Website, as requested at the last Board Meeting.

(x) Future LMC Conferences

The Board had some discussion about the format and content of future LMC conferences, with the aim of targeting both producers and processors. Separate and/or smaller events could be considered.

Action Point: The Chief Executive will discuss the options with the Economist and new Industry Development Manager.

2012/5/4 Chairman's Report

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

2012/5/5 Chief Executive's Report

(i) Draft Annual Report & Accounts for Year Ended 31/3/12

The draft Annual Report and Accounts had been submitted to DARD and the Board.

Action Point: The Board approved the draft report and accounts.

Proposed: Mr K Sharkey

Seconded: Mr I Mark

(ii) Summary Management Accounts for Year Ended 31/3/12

The Chief Executive advised that the operating surplus was in line with predictions, and easements had previously been identified to DARD.

(iii) Revised Management Statement and Financial Memorandum (MSFM)

Action Point: The Board approved the revised MSFM

Proposed: Mrs M McCormack

Seconded: Mr P O'Neill

Action Point: The Chief Executive will arrange for the approved MSFM to be signed by DARD and LMC

(iv) Draft Grievance Policy

Action Point: The Draft Grievance Policy was approved by the Board

Proposed: Mr P O'Neill

Seconded: Mr K Sharkey

(v) Draft Procurement Policy

Action Point: The Draft Procurement Policy was approved by the Board

Proposed: Mr I Mark

Seconded: Mr J Noble

(vi) Draft Debt Management Policy

Action Point: The Draft Debt Management Policy was approved by the Board

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

2012/5/6 LMC Brussels Update April 2012

The update was noted.

2012/5/7 Quarterly Reports (Jan- March 2012)

- FQAS

The report was noted.

- Industry Development

The report was noted.

The Chief Executive updated the Board on informal discussions with Invest NI regarding LMC attendance at Anuga 2012. At this stage it was unlikely that there would be space available on the NI stand.

The Board feels that LMC still has a valuable role to contribute to Invest NI's red meat promotion strategy.

2012/5/8 Date of next meeting

It was confirmed that the date of the next meeting would be 20 June 2012 at 10.00am.

2012/5/9 Any Other Business

(i) Audit Committee

It was confirmed that the date of the next Audit Committee meeting would be 29 May 2012.

(ii) SAI

Action Point: The Chief Executive will email the SAI Annual Report to Board Members.

(iii) Supermeat Awards 2012 – 5 July 2012

Action Point: The Board agreed that the Chairman and Chief Executive will attend on behalf of LMC.

(iv) DARD Strategic Plan 2012-2020 Consultation

Action Point: Board Members will forward any comments to the Chief Executive as soon as possible. He in turn, will submit a response to DARD.

The Meeting ended at 12.25 pm