

MINUTES

MINUTES OF A MEETING OF THE COMMISSION HELD ON WEDNESDAY 22ND APRIL 2015 AT 10.30AM AT LISSUE HOUSE

Present:

Mr P O'Rourke (Chairman)
Mr P O'Neill
Mr I Mark
Mr P McElroy

In attendance:

Mr I Stevenson
Miss S Blain

2015/4/1 Apologies

Apologies had been received from Mr K Sharkey.

2015/4/2 Minutes

The minutes of a Meeting held on 25 March 2015, were approved by the Commission, and signed by the Chairman.

Proposed: Mr P McElroy

Seconded: Mr I Mark

2015/4/3 Matters arising

(i) BSE Status

The Chairman and Chief Executive updated the Board on a number of meetings held with industry, DARD and FSA. The Board recognised the ongoing work being carried out in this sensitive area.

(ii) FQAS Funding

The Chief Executive advised the Board that a balanced budget had been achieved for 2015-16 due to the cancellation of an additional pension contribution, and cessation of some proposed activities.

LMC can bid for other projects during the year, and see by what method reserves can be accessed.

(iii) Recruitment of New LMC Board Members

DARD had advised that adverts were due to be published week commencing 22 April 2015.

The Chairman will not be involved in any part of the selection process.

The Board indicated its concern that new Board Members will not be in place by 1 July 2015.

Action Point: The Chairman will write to the DARD Minister to advise of the Board's concern, and if a further extension of existing Board Members terms would be considered.

2015/4/4 Chairman's Report

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

(i) Board Self- Assessment

The Chairman was yet to meet with Colette McMaster (DARD) to discuss the results of the self-assessment.

(ii) UFU Dinner

The Chairman met with the DARD Minister at the event and highlighted the BSE issue. He was advised to write to her, on the subject – which he has done.

(iii) Recruitment of LMC Economist

The Chairman advised that Mr Seamus McMenamin had been appointed LMC Economist.

(iv) NILGOSC

The Board was pleased to note the additional pension charges had been cancelled, as this releases more funds for LMC activities.

A new admission agreement will be signed to replace the deemed agreement.

2015/4/5 Chief Executive's Report

(i) Updated LMC Board Code of Practice

Action Point: The updated code of practice was approved by the Board.

Proposed: Mr P McElroy

Seconded: Mr P O'Neill

(ii) Updated Gifts and Hospitality Guidance

Action Point: The updated gifts and hospitality guidance was approved by the Board.

Proposed: P O'Neill

Seconded: Mr I Mark

(iii) Balmoral Show Availability

Action Point: The Board Members completed the Balmoral Show timetable, showing their availability to work at the LMC stand.

(iv) Bank Mandate

Action Point: The Board approved the new bank mandate.

(v) LMC Business Plan 2015-16/Strategic Plan 2015-18

The Chief Executive advised the Board that DARD had approved both the LMC Business Plan and Strategic Plan.

2015/4/6 Quarterly Reports and Business Monitor (Jan-Mar 15)

(i) Business Monitor

The Board noted that all business objectives had been met.

Action Point: The Board asked the Chief Executive to arrange a meeting with AFBI and CAFRE to discuss future areas of research and knowledge transfer which may be of interest to LMC.

(ii) Quarterly Reports

- Lamb labelling

Action Point: The Board requested that the Chief Executive write to NI Meat processors to establish what potential there was to expand their processing capacity in NI and GB.

- **Lifetime Assurance**

Action Point: The Board requested that LMC arrange a meeting with the Red Tractor independent advisor to discuss lifetime assurance.

2015/4/7 Risk Management

(i) Risk Register

The Board noted that there was still one “HIGH” risk relating to Board succession on the risk register.

(ii) Annual Forum of Audit Chairs of ALB’s

The Audit and Risk Assurance Chairman reported on the recent meeting of the forum.

Action Point: The ARA Chairman will request the minutes of the meeting.

Action Point: The Chief Executive will meet with the AFBI Chairman, and Chief Executive to discuss being invited to each other’s Board Meetings when new LMC Board Members are appointed.

2015/4/8 Any Other Business

No items were notified in advance by Board Members.

2015/4/9 Date of Next Meeting

It was agreed that the next Board Meeting would be held at 11.00am at Lissie House on Tuesday 26th May 2015.

The Meeting ended at 12.30pm.