

## MINUTES

### MINUTES OF A MEETING OF THE COMMISSION HELD ON FRIDAY 25<sup>TH</sup> MARCH 2015 AT 10.00AM AT LISSUE HOUSE

**Present:**

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

**In attendance:**

Mr I Stevenson  
Miss S Blain

**2015/3/1 Meeting with Stakeholder Representatives**

*Mr O Murnion (NBA)*  
*Mr C Tweedie (NIMEA)*  
*Mr T Acheson (NIMEA)*  
*Mr E Bell (UFU)*  
*Mr I Ferguson (UFU)*  
*Mr E Adamson (NSA)*

*Joined the meeting at 10.00am*

The Chairman welcomed the stakeholder representatives to the meeting, and invited individuals to introduce themselves. He then gave a brief introduction outlining the format of the meeting, and encouraged all stakeholders to participate in the upcoming recruitment process for new LMC Board Members.

Following the Chairman's introduction, the Chief Executive made a presentation to the stakeholders which highlighted:

- The mission and focus of LMC
- The business objectives for 2015-16, and
- The highlights of 2013-14

The Chairman then opened the floor to stakeholders for questions and comments.

A full and varied discussion took place between all stakeholders, and LMC, with varied topics covered. A number of areas were of concern to all stakeholder groups. These included:

- FQAS and its future funding
- Change of BSE status in ROI and how it will impact on NI
- Representation of all Stakeholders on the LMC Board

The chairman brought the discussions to a close, and a number of action points were agreed.

**Action Point:** LMC will co-ordinate a swift NI response to the imminent change in ROI's BSE status.

**Action Point:** LMC will work with stakeholders to secure future funding of FQAS.

**Action Point:** The LMC Board will encourage all stakeholders to actively engage in the recruitment process for new LMC Board Members.

The Chairman thanked all the stakeholder representatives for attending, and contributing to the meeting.

*The stakeholder representatives left the meeting at 11.55am.*

**2015/3/2**

### **Consideration of Meeting with the Stakeholders**

The Board discussed the action points agreed with the stakeholders.

#### **(i) FQAS Funding**

**Action Point:** The Chief Executive will continue to consult with stakeholders, while the Board agreed to use FQAS reserves to maintain the FQAS programme.

**Action Point:** The Chairman will meet with the DARD Permanent Secretary to agree a mechanism to access reserves.

#### **(ii) BSE Status**

**Action Point:** The Chief Executive will arrange an urgent meeting with stakeholders to discuss a way forward. Key facts regarding the last BSE case in the ROI, and NI should be obtained in advance of the meeting.

#### **(iii) Recruitment of New LMC Board Members**

The Board will actively encourage stakeholders to positively engage with the recruitment process.

In drawing this part of the meeting to a close, the Chairman felt that the meeting with stakeholders had been very useful, and Board Members agreed that the exercise should be repeated annually.

**Action Point:** The LMC Board will invite stakeholder representatives to a meeting with the Board in early 2016.

**2015/3/3 Minutes**

The minutes of a Meeting held on 27 February 2015, were approved by the Commission, and signed by the Chairman.

Proposed: Mr I Mark  
Seconded: Mr P McElroy

**2015/3/4 Matters arising**

**(i) DARD/DEFRA Visit to Philippines**

The Chief Executive advised that the UK visit to Manila took place from 10-12 March 2015, and that a report has been provided by DARD. It is hoped that Northern Ireland will receive a return visit from the Philippine authorities before the end of 2015.

**(ii) LMC Board Appointments and Remuneration**

The Chief Executive has communicated the Board's decisions on Board appointments and remuneration to DARD.

*Withheld – Commercially Sensitive*

**(iii) Recruitment of LMC Economist**

The Chief Executive informed the Board that interviews for the Economist's position will be held on 27<sup>th</sup> March 2015.

**(iv) LMC Business Plan 2015-16**

The Chief Executive advised that DARD had not yet approved the Business Plan for 2015/16, but would be considered by the DARD Board in April 2015.

**2015/3/5 Chairman's Report**

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

meeting.

**2015/3/6 Chief Executive's Report**

**(i) Review of Agri-Food Marketing and Promotion**

The Chief Executive advised that the review had been published, and LMC had issued a press release welcoming the conclusion of the review.

**(ii) Biosecurity Policy**

**Action Point:** The Biosecurity Policy was approved by the Board.

Proposed: Mr K Sharkey  
Seconded: Mrs M McCormack

**(iii) Whistleblowing Policy**

**Action Point:** The Board approved the updated whistleblowing policy

Proposed: Mr P O'Neill  
Seconded: Mrs M McCormack

**2015/3/7 Consideration of LMC Board Self- Assessment**

The Chairman led the Board discussion through the draft LMC Board Self-Assessment Document.

Board Members had individually completed the document, and an anonymised, combined draft had been included in the Board papers.

The Board agreed to concentrate its discussion on areas which had two, or more responses in ratings 3 and/or 4.

**Action Point:** The Board agreed a number of actions, which will be developed over the next year.

**Action Point:** The Chairman will communicate the Board's decision to DARD.

**2015/3/8 Internal Audit Report on the Review of LMC for 2014/15**

The final report had been circulated to Board Members.

**Action Point:** The Board approved the final internal audit report for 2014/15.

**2015/3/9      Any Other Business**

*Mr C Donnelly joined the meeting at 1.20pm*

The Chairman expressed the Board's appreciation of Mr Donnelly's contribution to LMC during his period of employment. The Board Members wished him well for the future.

**2015/3/10      Date of Next Meeting**

It was agreed that the next Board Meeting would be held at 10.00am at Lissie House on Wednesday 22<sup>nd</sup> April 2015.

*The Meeting ended at 1.30pm.*