

MINUTES

MINUTES OF A MEETING OF THE COMMISSION HELD ON WEDNESDAY 24TH JUNE 2015 AT 10.00AM AT LISSUE HOUSE

Present:

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

In attendance:

Mr I Stevenson
Miss S Blain

2015/6/1 Apologies

No apologies had been received.

2015/6/2 Minutes

The minutes of a Meeting held on 26 May 2015, were approved by the Commission, and signed by the Chairman.

Proposed: Mr P McElroy
Seconded: Mr K Sharkey

2015/6/3 Matters arising

(i) Recruitment of New Board Members

The Chairman reported that DARD has indicated that new Board Members will be appointed in time for the July 2015 Board Meeting.

The Chairman also informed the Board, that as the recent recruitment process had been for both new Board Members, and a Chairman, DARD had advised that it would not be appropriate for him to be involved in the process.

DARD has further advised that it will need to re-advertise for the position of Chairman, as an insufficient number of suitable candidates had applied.

Withheld – Commercially Sensitive

(ii) Stakeholder/Levy User Group Engagement

Action Point: The Board agreed to explore how to utilise expertise from both producers and processors, to assist in the decision making of the Board.

(iii) Annual Forum of Audit Chairs of ALB's

The ARAC Chairman advised that he had been informed that no minutes had been kept of the forum meeting, as it had been conducted under the Chatham House Rule.

(iv) Red Meat Levy Sub-Group

The Chief Executive had advised the Red Meat Levy Sub-Group of the Board's decision.

(v) LMC Annual Report and Accounts for the year ending 31 March 2015

The Chief Executive reported that LMC staff had made a significant effort to meet the agreed timetable for external audit, and the subsequent Board approval of the Annual Report and Accounts at the May 15 Board Meeting.

However, due to a 3 week delay in receiving a response from DARD the timetable to lay the document in the Northern Ireland Assembly by 3 July 2015 has been put under severe pressure.

Action Point: The Board agreed that the Chief Executive will raise the issue with DARD at an appropriate meeting.

(vi) Correspondence

(a) Consideration of a letter from The Committee for Agriculture and Rural Development, re: Inquiry into Better Regulation

Action Point: The Board agreed that LMC would make a submission to the inquiry. The Chief Executive will develop LMC's response in time for the submission deadline of 24th July 2015.

(b) Consideration of a letter from Martina Anderson MEP, re: County of Origin Labelling

Action Point: The Chief Executive will draft a response highlighting the appropriate legislation. The Chairman will review the response before it is sent to Ms Anderson.

2015/6/4 Chairman's Report

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

2015/6/5 Chief Executive's Report

FQAS Certification Services

The Chief Executive advised the Board that NIFCC has been appointed as the successful tenderer for the new FQAS Certification Services Contract. This contract is for 3 years with the option for 2 one year extensions.

2015/6/6 Revised LMC Retention and Disposal Schedule

Action Point: The Board approved the revised LMC Retention and Disposal Schedule.

2015/6/7 Risk Management

The Audit and Risk Assurance Committee minutes for a meeting held on 26 May 2015 were circulated to the Board.

Action Point: The ARAC Chairman will appraise the performance of new ARAC Members.

Action Point: The Board requested that DARD incorporate the appraisal of the ARAC Committee Chairman into the terms of appointment of the new LMC Chairman. The Chief Executive will forward this request to DARD.

2015/6/8 Any Other Business

The Chairman recognised that this was the last Board Meeting for four of his fellow Board Members, and gave a brief synopsis of the individual contributions of the retiring Board Members. He made a small presentation to each Board Member, and wished them all the best for the future.

In response, the retiring Board Members extended their appreciation to the Chairman for his support and encouragement during their time on the Board.

The Meeting ended at 11.40am

