

## MINUTES

### MINUTES OF A MEETING OF THE COMMISSION HELD ON MONDAY 26<sup>TH</sup> OCTOBER 2015 AT 10.50AM AT LISSUE HOUSE

**Present:**

Mr P O'Rourke (Chairman)  
Mrs O Chesney  
Mr H Sinclair  
Mr J Lennon  
Mr P McElroy  
Mr G Maguire

**In attendance:**

Mr I Stevenson  
Miss S Blain

**2015/9/1 Apologies and Welcome**

No apologies had been received.

The Chairman welcomed Mr G Maguire to his first meeting of the LMC Board.

**2015/9/2 Declaration of Interests Pertaining to Agenda Items for Discussion**

The Board agreed that none of the agenda items required any Board Members to abstain from discussions.

**2015/9/3 Minutes**

The minutes of a meeting, held on 28<sup>th</sup> September 2015, were approved by the Commission, and signed by the Chairman.

Proposed: Mrs O Chesney  
Seconded: Mr H Sinclair

**2015/9/4 Matters arising**

**(i) Board Member Training**

The Chief Executive confirmed that training for new Board Members was being arranged.

**(ii) NILGOSC Admission Agreement**

The Chief Executive reported that he had advised NILGOSC that the LMC Board was content with the draft admission agreement.

**(iii) Proposal for Year of Food and Drink 2016**

The Chief Executive advised that he had no further update as NIFDA personnel had been on annual leave.

**(iv) Livestock Genetic Improvement Programme**

Board Members had received invitations to the Abacus Bio Event on 6 November 2015. The Chief Executive advised the Board of the key points, which would be highlighted by Abacus Bio.

**2015/9/5 Chairman's Report**

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

**(i) Supply Chain Forum**

The Chairman reported on a recent meeting of the Supply Chain Forum. He felt it had been an excellent presentation, which stimulated debate from the floor. However, the end goal had not been identified, nor how to get there.

The Board was in agreement that the red meat supply chain needs to change.

**2015/9/6 Chief Executive's Report**

**(i) Anuga 2015**

The Chief Executive and Mr Sinclair reported on their recent visit to the Anuga 2015 Food Fair.

They had engaged with red meat companies, other levy bodies, and overseas buyers. Discussions had also been held with Invest NI. Main topics of discussion included export market access, promotional activities, collaborative working and opportunities for supplying export markets with religious slaughter meat

**Action Point:** The Board requested that the Chief Executive arrange a meeting with Invest NI to follow up on issues discussed.

*Withheld – Commercially Sensitive*

**(ii) Policies for Review and Approval**

**Action Point:** The Board approved the following policies, subject to a couple of amendments:

- LMC Complaints Procedure & Complaint Handling Guide
- Email & Internet Use
- IT Security
- Social Media

Proposed: Mr P McElroy  
 Seconded: Mr H Sinclair

**(iii) Appointment of LMC Representatives to NIFCC**

**Action Point:** The Board appointed Mr P McElroy and Mrs O Chesney as LMC Representatives for NIFCC.

**(iv) IARC Report**

The Chief Executive advised the Board of the preparations LMC had made to address the issues raised by the IARC report.

**Action Point:** LMC will publish a press release on 26<sup>th</sup> October 2015 in response to the IARC Report.

*The Industry Development Manager joined the meeting at 12.05pm*

**2015/9/7** *Withheld – Commercially Sensitive*

**2015/9/8 Quarterly Business Monitor (Quarter 2)**

Noted.

**2015/9/9 Quarterly Reports from Business Sections**

Noted.

**2015/9/10 Risk Management/Health and Safety**

The Chairman of the Audit and Risk Assurance Committee (ARAC) gave a verbal report on the recent meeting of the Committee.

**Action Point:** Draft minutes of the ARAC meeting will be presented at the next Board Meeting.

**Action Point:** The Board approved the updated terms of reference of the ARAC

Proposed: Mr G Maguire  
 Seconded: Mrs O Chesney

No issues were reported regarding health and safety.

**2015/9/11 Any Other Business**

None.

**2015/9/12 Date of Next Meeting**

It was agreed that the next Board Meeting would be held at 10.00am on Monday 23<sup>rd</sup> November 2015 at Lissie House.

**2015/9/13 Retirement of Chairman**

Mr P McElroy, on behalf of the Board, gave a short speech outlining the Chairman's contribution to LMC over his term in office. A presentation was made to the Chairman by Board Members.

*The Meeting ended at 1.00pm*