

**MINUTES OF A MEETING OF THE COMMISSION HELD ON MONDAY 25<sup>th</sup>  
JANUARY 2016 AT 10.00AM AT LISSUE HOUSE, LISBURN.**

**Present:**

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

**In attendance:**

Mr I Stevenson  
Miss S Blain

**2016/1/1 Apologies**

No apologies had been received.

**2016/1/2 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.

**2016/1/3 Minutes**

The minutes of a meeting, held on 2<sup>nd</sup> December 2015, were approved by the Commission, and signed by the Chairman.

Proposed: Mrs O Chesney  
Seconded: Mr P McElroy

**2016/1/4 Matters arising**

**(i) Meeting to be held between LMC and the DARD Departmental Board.**

The Chief Executive advised that the meeting had been arranged for 17<sup>th</sup> February 2016 at Dundonald House.

**(ii) Conflict of Interest Declarations**

**Action Point:** Board members should return any outstanding conflict of interest forms to the Chief Executive as soon as possible.

**(iii) Updated Board Terms of Reference for Review/Approval**

**Action Point:** The Board approved the updated Board Terms of Reference.

**2016/1/5 Chairman's Report**

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

- On-Board Training  
Attended with Mr H Sinclair, a very useful course.
- Meeting with stakeholders – Linden Foods  
Other stakeholder meetings have been arranged.

## **2016/1/6 Chief Executive's Report**

The Chief Executive had circulated a report prior to the meeting.

### **(i) Property Matters**

**Action Point:** The Board agreed to pursue option 2 and asked the Chief Executive get a full costing for repairs.

### **(ii) Internal Audit**

The Chief Executive was pleased to report that LMC had received a satisfactory opinion from DARD Internal Audit.

### **(iii) FQAS Board**

The FQAS Board had received an update on lifetime assurance from Red Tractor Assurance (RTA) at a meeting held on 16<sup>th</sup> November 2015. LMC had written to the Chief Executive of RTA following the meeting and a response is currently awaited.

### **(iv) BSE Negligible Status**

**Action Point:** The Board agreed to raise this issue at the Departmental Board meeting.

### **(v) NI Year of Food and Drink 2016**

**Action Point:** The Board agreed that LMC should concentrate on one event on the GB mainland during the August meat month and encourage stakeholders to get involved.

### **(vi) Agri-Food Marketing and Promotion**

**Action Point:** The Board agreed that it will make an open statement to the agri-press about going forward with a strategic approach to agri-food marketing for NI.

## **2016/1/7 Consideration of Draft LMC Strategic Plan 2016-2019**

The Board discussed the revised draft strategic plan.

**Action Point:** The Board approved the draft LMC Strategic Plan which will be submitted to DARD for approval.

Proposed: H Sinclair

Seconded: J Lennon

**2016/1/8 Consideration of Draft LMC Business Plan 2016-17**

The Board discussed the draft business plan.

**Action Point:** The Board approved the draft LMC Business Plan which will be submitted to DARD for approval.

Proposed: J Lennon

Seconded: P McElroy

*Mr Colin Smith, Industry Development Manager, joined the meeting at 12.25pm.*

**2016/1/9 Consideration of Economic Appraisal for FQAS Media Campaign**

The Industry Development Manager gave an overview of the economic appraisal and proposed business case.

*Mr Colin Smith left the meeting at 1.05pm*

**Action Point:** The Board agreed to send the economic appraisal and business case to DARD for approval.

**2016/1/10 Discussion ahead of Meeting with UFU Beef & Lamb Committee on 26<sup>th</sup> January 2016**

The Chairman confirmed that all Board Members had indicated their intention to attend the meeting. The format agreed with the UFU will allow Board Members to introduce themselves and then the Chairman will make a presentation to the UFU Beef & Lamb Committee. A question and answer session will follow to allow further debate.

**2016/1/11 Quarterly Business Monitor for Review and Noting**

Noted

**2016/1/12 Quarterly Reports from Business Sections for Review and Noting**

Noted

**2016/1/13**    **Notes of Senior Management Team Meeting on 21<sup>st</sup> October 2015 for Review and Noting**

Noted

**2016/1/14**    **Any Other Business**

None

**2016/1/15**    **Date of Next Meeting**

It was agreed that the next Board Meeting would be held at 11.00am on Monday 22 February 2016 at Lissue House.