

**MINUTES OF A MEETING OF THE COMMISSION HELD ON MONDAY 25th
APRIL 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

2016/4/1 Apologies

None.

2016/4/2 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.

2016/4/3 Minutes

The minutes of a meeting, held on 21st March 2016, were approved by the Commission, and signed by the Chairman.

Proposed: Mrs O Chesney
Seconded: Mr P McElroy

2016/4/4 Matters arising

(i) NI Year of Food and Drink 2016

The Chief Executive advised the Board that a meeting has been arranged with Invest NI next week to discuss preparations for the event at Sial 2016.

(ii) *Withheld – commercially sensitive*

2016/4/5 Minutes of Joint DARD/LMC Board Meeting

The minutes of the meeting held on 17th February 2016 had been forwarded by DARD and noted by the Board.

Action Point: The Board agreed that LMC will develop a 3 year plan outlining strategies which will require access to LMC reserves. Areas to be considered will be indicative at this stage as specific projects are not yet developed.

2016/4/6 Chairman's Report

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

- **Special Advisor to Minister O'Neill**
The Chairman met with Liam Lappin and discussed a wide range of issues including the price differential, supply chain forum, country of origin labelling, Brexit, departmental restructuring and BSE status. LMC sent Mr Lappin a briefing document with further detail on a number of these issues.
- **UFU President's Dinner at City Hall**
The Chairman and Chief Executive attended this event.
- **Meeting with Colette McMaster – DARD**
Discussed the draft strategic/business plans, DARD/DAERA restructuring and the move to Ballykelly, use of LMC reserves and delegated limits.

Action Point: The Chief Executive will contact Head of Internal Audit to progress delegated limits increase. Depending on the outcome of the Chief Executive's discussions, the Chairman may also discuss the subject with the Permanent Secretary.

Action Point: Mr J Lennon will forward a copy of his delegated limits to the Chief Executive.

- **AGM of Strangford Down Lamb Group**
The Chairman and Chief Executive attended the AGM. The Chairman made a presentation to the group and there was a good open discussion with LMC on a wide range of issues including market access, promotion and supply chain operation.

2016/4/7 Chief Executive's Report

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

(i) Follow up to LMC Price Differential Report

Action Point: LMC is intending to hold an event to assist key stakeholders with the progression of specific recommendations in the price differential report. Speakers from DAERA and Bord Bia will be invited to attend.

(ii) IMS World Meat Congress 2016 - Uruguay

Action Point: The Board agreed that LMC will send 2 attendees to the congress and invite up to 4 key stakeholders.

2016/4/8 LMC Board Self-Assessment

The Chief Executive had circulated a consolidated document which recorded the individual Board member's responses. The Board discussed the combined responses and agreed action points.

Action Points:

1. The Board will invite the newly appointed Deputy Secretary in DAERA for Food and Farming, Mr N Fulton, to a LMC Board Meeting;
2. The Board will seek further opportunities to engage/meet LMC staff including Balmoral Show;
3. The Board will attend a refresher training course during their term in office; and
4. The Board will meet with key stakeholders on a quarterly basis and the UFU Beef and Sheep Committee annually. Meetings will have agreed agenda items against which progress can be reported.

2016/4/9 LMC response to CAP Coupled Support Consultation

The Chief Executive had circulated a draft response to the Board for consideration.

Action Point: Subject to a small addition, the Board approved the draft response. The Chief Executive will forward the approved consultation response to DARD.

2016/4/10 Risk Management/Health & Safety

The Board considered the draft ARAC annual report from the ARAC Chairman.

Action Point: Subject to a couple of amendments the ARAC Chairman will table the final ARAC annual report at the next ARAC meeting to be held on 23 May 2016.

2016/4/11 Quarterly Business Monitor for Q4

The quarterly business monitor to end of Q4 was noted by the Board.

2016/4/12 Quarterly Section Reports for Q4

The quarterly section reports for Q4 were noted by the Board.

Action Points:

1. The Board recommended that LMC should make contact with Etherson Meats as it is the current supplier of fresh meat to NI schools;
2. The Board was keen that Board members are informed when LMC is holding sampling sessions in stores;
3. The Board requested that LMC should enquire how automatic email updates could be forwarded to any visitors to LMC websites.

2016/4/13 Any Other Business

None

2016/4/14 Date of Next Meeting

It was agreed that the next Board meeting would be held at 11.00am on Monday 23rd 2016 at Lissue House.

Meeting ended at 12.45pm.