

**MINUTES OF A MEETING OF THE COMMISSION HELD ON MONDAY
26 SEPTEMBER 2016 AT 10.00AM AT 1A LISSUE WALK, 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

2016/9/1 Apologies

None

2016/9/2 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.

2016/9/3 Minutes

The minutes of the following meetings were approved by the commission and signed by the Chairman.

23 May 2016-	Proposed:	Mr P McElroy
	Seconded:	Mr H Sinclair
17 June 2016-	Proposed:	Mr G Maguire
	Seconded:	Mrs O Chesney
27 June 2016-	Proposed:	Mr P McElroy
	Seconded:	Mrs O Chesney
25 July 2016-	Proposed:	Mrs O Chesney
	Seconded:	Mr H Sinclair

2016/9/4 Matters Arising**(i) SIAL 2016**

The Chief Executive updated the Board on arrangements for the LMC/Invest NI event to be held during SIAL.

Action Point: The Board requested that LMC organises PR coverage for the event. The Chief Executive will arrange.

(ii) LMC Annual Report and Accounts 2015-16

The Chief Executive reported that the LMC Annual Report and Accounts 2015-16 would be laid in the NI Assembly on 30 September 2016 and also placed on the LMC website.

(iii) Greenmount

The Chief Executive reported that he had sent a formal letter of thanks to Mr McKendry, Director at CAFRE Greenmount, for the use of facilities in the aftermath of the fire.

(iv) Market Access

Withheld – commercially sensitive

The Chief Executive informed the Board that a visit to the UK from the Philippines authorities was due to take place in November 2016 which would include Northern Ireland factories.

The Board also noted that the NI Executive was likely to approve a BSE Negligible Risk application on behalf of Northern Ireland which would be submitted by 8 October 2016.

(v) DEO Letter dated 10 March 2016

As agreed at the Board meeting on 23 May 2016 the Board discussed the correspondence regarding the remuneration of Chairmen and Members of Public Bodies.

Action Point: The Board agreed not to take the 1% uplift available to members from 1 August 2015.

2016/9/5

Chairman's Report

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

- Meeting with Chair & Vice-Chair of Agriculture, Environment and Rural Affairs Committee
Action Point: Invitation extended to LMC to meet on 27 Oct 2016.
- Farmers for Action
Action Point: The Board felt there was no issue for LMC to contest regarding the technical specification for Tesco “Boswell Farm” brand.

- Meeting with DAERA Minister
Action Point: The Board felt it had been a positive meeting with the Minister and was encouraged that a follow-up meeting had been proposed.

Action Point: The Board asked the Chief Executive to arrange an engagement event between processor and producers to discuss the potential effect of “Brexit” on the red meat industry in Northern Ireland. This would be a positive exercise and the resulting actions would be discussed with the Minister at the proposed follow up meeting.

- Grow Make Eat Drink Awards at Ramada Hotel
- LMC Event at St George’s Market
- LMC Event at Tesco, Newtownbreda

2016/9/6 Chief Executive’s Report

(i) Delegated Limits

Action Point: The Board approved the revised Delegated Expenditure Limits schedule.

The Board discussed the procedure to approve internal economic appraisals for proposed expenditure between £30,001 and £200,000.

Action Point: The Board agreed that the ARAC Chairman would initially review internal economic appraisals and when content, he would email other ARAC Members for approval/further comment. Final approval of internal economic appraisals would be recorded at Board Meetings.

Action Point: Confidential documents emailed to Board Members would be encrypted and a password sent by separate email.

(ii) Internal Economic Appraisals

Action Point: The following internal economic appraisals were approved by the Board:

- Delivery of school cookery demonstrations
- Supply of design, print and distributions services to LMC

Proposed: Mr J Lennon
Seconded: Mrs O Chesney

The Industry Development/Property Manager joined the meeting

2016/9/7 *Withheld – commercially sensitive*

2016/9/8 **Discussion on Strategy for Future of LMC Beef and Lamb Advertising Campaign**

The Industry Development Manager updated the Board on the advertising campaign to date and proposals for the future.

Action Point: The Board asked the Industry Development Manager to prepare an economic appraisal for the future direction of the LMC beef and lamb advertising campaign, ensuring that sufficient flexibility was incorporated into the document.

The Industry Development/Property Manager left the meeting

2016/9/9 **Risk Management/ Health & Safety**

Withheld – commercially sensitive

2016/9/10 **Discussion of Proposal for Press Launch of LMC Plans in new Office Premises**

Action Point: The Board agreed to hold a press launch for the LMC Strategic and Business Plans after the Board meeting in October 2016.

2016/9/11 **LMC Live Export Seminar –Glenavon Hotel, Cookstown 29 Sept 2016**

The Chief Executive extended an invitation to the Board to attend this event.

2016/9/12 **Any Other Business**

(i) Euromonitor - Greenfields

The Chief Executive had circulated a copy of the Euromonitor report to Board members.

Action Point: The Board agreed to revisit Greenfields at a future meeting.

(ii) Senior Management Team Minutes – 18 May 2016

Noted.

(iii) LMC/UFU/CAFRE Conference–Greenmount 17 Nov 2016

The Chief Executive informed the Board that the theme for the conference was ‘Progressive Beef Production’. Registration for the event is through the UFU website.

(iv) NIFDA Dinner – 18 Oct 2016

Action Point: The Board declined an invitation from NIFDA to provide sponsorship for the dinner as it clashed with the LMC SIAL event.

(v) FQAS Equivalence Meeting in Germany

LMC, NIFCC and NIMEA met with representatives of quality schemes in Germany, to investigate the process for NIBLFQA scheme to gain equivalence with German schemes.

Action Point: The Board agreed that LMC should pursue this process.

Action Point: The Board agreed that LMC should consider developing a processing quality standard for the NI red meat industry.

(vi) IMS Conference – Uruguay Nov 2016

The Chief Executive advised that he was still waiting for confirmation of delegate names from NIMEA but intended to complete booking for the conference by 30 September 2016.

(vii) Withheld – commercially sensitive

(viii) ARAC Chairman meeting with DAERA sponsor branch

The ARAC Chairman advised the Board that his annual meeting with DAERA sponsor branch had been arranged for 30 September 2016.

2016/9/13 Date of Next Meeting

It was agreed that the next Board meeting would be held at 11.00am on Monday 24 October 2016 at 1A Lissue Walk.

Meeting ended at 1.45pm