

**MINUTES OF A MEETING OF THE COMMISSION HELD ON MONDAY
11 DECEMBER 2017 AT 12.15PM AT HOUSE OF VIC-RYN, LISBURN.**

Present:

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

In attendance:

Mr I Stevenson
Miss S Blain

2017/11/1 Apologies

None

2017/11/2 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.

2017/11/3 Minutes

The minutes of a meeting, held on 27 November 2017, were approved by the Commission and signed by the Chairman.

Proposed: Mrs O Chesney
Seconded: Mr H Sinclair

2017/11/4 Matters Arising**(i) Annual Meeting between Chair of LMC Audit and Risk Assurance Committee and Head of Sponsor Branch**

Mr P McElroy reported on a meeting held with the Head of Sponsor Branch on 5 December 2017. A letter from DAERA detailing the issues discussed and actions required was circulated to the Board.

Action Point: Mr McElroy will submit a response to the letter as soon as possible.

(ii) Agrisearch

The Chief Executive advised that LMC was investigating an option of circulating the Agrisearch publication with the electronic version of the Bulletin.

(iii) Withheld – commercially sensitive

(iv) *Withheld – commercially sensitive*

(v) **Schedule of Board Meetings 2018**

Action Point: The Board agreed a couple of changes to the proposed schedule. The Chief Executive will circulate the approved schedule to Board members.

2017/11/5 Chairman's Report

The Chairman reported on meetings / events he had attended since the last Board Meeting:

- **Stakeholder Meetings** - The Chairman and Chief Executive continued to hold stakeholder meetings and since the last Board meeting had met with Hewitts and Dunbia. These timely meetings are helpful as LMC prepares its Strategic and Business Plans and some key issues coming up in discussions so far include Brexit readiness, market access, production efficiency, use of reserves and marketing support.

- **Lamb Conference – 29 November 2017**

The conference, held at Greenmount, had been organised by LMC, AFBI, CAFRE, UFU and NSA. Feedback from those attending had been very positive.

The Board congratulated LMC staff on their contribution to this excellent event.

2017/11/6 Chief Executive's Report

- **Red Tractor**

The Chief Executive reported on a meeting held with Red Tractor representatives on 5 December 2017. One of the topics discussed was the future direction of Red Tractor and its quality mark.

Action Point: The Chief Executive will keep the Board updated when Red Tractor has developed more thinking about its future.

2017/11/7 Risk Management / Health and Safety

Nothing to report.

2017/11/8 Report from ARAC Meeting on 11 December 2017

The ARAC Chairman provided a verbal report to the Board.

The ARAC had discussed and recommended the draft Governance Statement for approval by the LMC Board.

Action Point: The Board approved the Governance Statement.

The ARAC had reviewed the LMC Risk Register and recommended a residual risk amendment.

Action Point: The Board agreed that an amendment should be made and asked the ARAC to bring the risk register to the next Board meeting for approval.

Action Point: A copy of the draft ARAC minutes will be available for the next Board meeting.

2017/11/9 Updated LMC Policies for Board Review and Approval

The following policies were reviewed by the Board:

- Credit Card Policy
- Information Asset Register
- Records Management Policy

Action Point: The Board approved the updated policies.

2017/11/10 Any Other Business

None

2017/11/11 Date of Next Meeting

The next meeting will be held on 8 January 2018 at Lissue Walk.