

**MINUTES OF A MEETING OF THE COMMISSION HELD ON MONDAY
26 NOVEMBER 2018 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

The Chairman opened the meeting by advising that his term as Chairman had recently been extended by DAERA by 6 months from 7 November 2018 to 6 May 2019

2018/11/1 Apologies

Miss S Blain.

2018/11/2 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.

2018/11/3 Minutes of Commission Meeting Held on 24 October 2018

The minutes of a meeting, held on 24 October 2018, were approved by the Commission and signed by the Chairman.

Proposed: Mr J Lennon
Seconded: Mr P McElroy

2018/11/4 Matters Arising

- **Skills Audit:**

The Board approved the LMC Board Appointment Skills Audit template which had been circulated with the Board Papers. No further action on this was required at this time but it would be very useful for recruitment of new Board members in the future.

Proposed: Mr G Maguire
Seconded: Mr H Sinclair

2018/11/5 Correspondence

The Board considered recent correspondence from DAERA regarding the timetable for preparation and approval of LMC's 2019/20 Business Plan and 2019/22 Strategic Plan. The Board agreed that the existing 3 year LMC Strategic Plan for 2018/21, which was approved by the DAERA Board in August 2018, was still relevant for the incoming 2019/20 planning year and as such did not need to be refreshed at this time. The Board agreed to work towards finalising a 2019/20 LMC Business Plan in time for approval by the DAERA Board in April 2019.

Action Point: An LMC Board & Staff workshop will be held at the House of Vic Ryn on Monday 17 December 2018 to initiate the 2019/20 Business Planning process.

2018/11/6 Chairman's Report

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

- **British Veterinary Association (BVA) Northern Ireland Dinner**

The Chairman and Chief Executive attended an annual networking dinner hosted by the BVA in Parliament Buildings Belfast on 24 October 2018. The dinner was addressed by new BVA President Simon Doherty who expressed concerns about the impact which shortages in the veterinary profession could have going forward.

- **LMC Staff Meeting**

The Chairman attended an LMC Staff meeting at Lissue Walk on 13 November 2018 to provide feedback on the actions which were considered by the Board following the two staff engagement and strategy days. He reported that staff feedback had been generally positive but concerns had been raised about LMC's current and future competitiveness in the marketplace for recruiting and retaining staff with experience, and the on-going impact of the constraints that LMC has to work under.

Action Point: The Board agreed that these concerns should be recorded as risks to the business on the LMC risk register and, that the Board would revisit this issue in 6 months' time.

- **Beef & Lamb New Zealand Meeting**

The Chairman and Chief Executive met with a senior delegation from Beef and Lamb New Zealand, including its Chairman Andrew Morrison, Farmer Director George Tatham and Europe Manager Ben O'Brien at Lissue Walk on 15 November 2018. A good discussion was had on a wide range of mutual interest issues including international trade, Brexit, greenhouse gas emissions, assurance programmes, the rise of alternatives to meat, levy body governance and opportunities to work together on promoting a positive message about beef and lamb.

- **Northern Ireland Food & Drink Association (NIFDA) Dinner**

The Chairman and Chief Executive attended the annual NIFDA networking dinner at the Hilton Hotel Belfast on 15 November 2018. The main topic of discussion on the night was Brexit. John Paul Scally, CEO, Lidl Ireland, was the keynote speaker at the event.

- **Healthy Cattle : Healthy Profits Beef Conference**

The Chairman and Board members were well represented at the joint LMC, CAFRE, UFU, NBA and AFBI beef conference at Greenmount on 21 November 2018. The Chairman commended the excellent presentations throughout the day and the Board agreed that the Slido app was a perfect platform for getting questions tabled from the audience throughout this excellent event.

2018/11/7 Chief Executive's Report

The Chief Executive had circulated a written report to the Board members.

- **Brexit**

The Board discussed recent developments on the withdrawal agreement and political declaration on future UK/EU relationships. It was agreed that LMC should not seek to influence how politicians should vote in Parliament on 11 December 2018 but, when communicating information related to Brexit matters, LMC had a role to articulate the views of its stakeholders.

- **UK Export Certification Partnership (UKECP)**

The Board discussed recent progress on third country market access developments.

Action Point: LMC Board will meet with representatives from UKECP at its January 2019 Board meeting in Lissue Walk.

Action Point: Chief Executive will invite UKECP representatives to meet with key stakeholders from UFU and NIMEA when they are over in Northern Ireland in January 2019.

- **AHDB Review**

The Board noted the LMC response to the AHDB Review.

- **Office Accommodation Lease**

The Board noted that the LMC business case for lease of temporary office accommodation until the end of August 2021 had been thoroughly reviewed by DAERA and that it had now been submitted to DoF for approval.

- *Withheld – commercially sensitive*

- **Finances**

The Board reviewed the Management Accounts to end September 2018 and noted that income and expenditure was broadly in line with expectations half way through the financial year.

Withheld – commercially sensitive

2018/11/8 Risk Management / Health and Safety

- **Minutes of ARAC Meeting Held on 24 October 2018**

Noted.

- **Terms of Reference for Internal Audit Review of LMC 2018/19**

The Board approved the draft ToR, which had been reviewed and recommended to the Board by the ARAC members

2018/11/9 Quarterly Business Monitor to end of Q2

Noted and approved.

2018/11/10 Senior Management Team Minutes

Noted. The Board welcomed the comprehensive summary of stakeholder engagements recorded in the minutes.

2018/11/11 Draft Schedule of LMC Board Meetings for 2019

All dates on the draft schedule were suitable with the exception of the February meeting date which was re-listed for Tuesday 26th February 2019.

Action Point: Chief Executive to investigate the possibility of an LMC attendance at the Oxford Farming Conference in January 2019.

2018/11/12 Any Other Business

None.

2018/11/13 Date of Next Meeting

The next meeting will be held on 17 December 2018 at 10.30am at The House of Vic Ryn.

The meeting ended at 12.00pm