

**MINUTES OF A MEETING OF THE COMMISSION HELD ON MONDAY 25
MARCH 2019 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

2019/3/1 Apologies

None.

2019/3/2 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.

2019/3/3 Minutes of Commission Meeting Held on 26 February 2019

The minutes of a meeting, held on 26 February 2019, were approved by the Commission and signed by the Chairman.

Proposed: Mrs O Chesney
Seconded: Mr J Lennon

2019/3/4 Matters Arising

- **Outlook for NI Agriculture**

The Chief Executive advised that the venue for the IFJ seminar had been changed to the Armagh City Hotel, date and time are unchanged.

Action Point: The Chief Executive will check that all Board members are registered to attend.

- **Brexit**

The Board commended the Chief Executive's strong response in the Press to recent Brexit developments.

2019/3/5 **Chairman's Report**

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

- **Belfast Telegraph Cup**

The Chairman had sat on the judging panel for the Belfast Telegraph cup. The winner will be announced at the annual UFU dinner.

- **Follow Up Ammonia Meeting with DAERA**

The Chairman and Chief Executive attended the follow up meeting with DAERA and other stakeholders at Dundonald House on 19 March 2019.

Action Point: The Chief Executive will produce a summary of the meeting and circulate a copy of presentations to Board members.

- **NIFDA Awards – 22 March 2019**

The Chairman commented on the excellent event held by NIFDA. LMC had sponsored the main course of the meal.

2019/3/6 **Chief Executive's Report**

- *Withheld – commercially sensitive*

- **Red Tractor**

The Chief Executive updated the Board on initiatives being taken forward in 2019 by Assured Food Standards to position Red Tractor as the Flagship of British Food and Farming. LMC had also hosted a very useful FQAS/Red Tractor meeting with AFS, NIMEA and UFU.

- **Financials**

The management accounts for 9 months to December 2018 had been circulated to the Board. The Chief Executive advised that LMC was on track with regard to the anticipated year end position.

- **‘Veganism’ and Red Meat Promotion**

In response to a request from the Fane Valley Board, the Chief Executive had provided Mrs Chesney with a summary of the work LMC is doing to promote red meat as an essential element of the human diet. A copy of the summary was circulated to LMC Board members.

Action Point: The Board asked the Chief Executive to consider how to disseminate this information to a wider group of LMC stakeholders.

Action Point: Mrs Chesney will provide feedback from the Fane Valley Board following its meeting on 27 March 2019.

2019/3/7 Report from Remuneration Committee Meeting on 25 March 2019

The Committee had met to consider a business case for a proposed salary increase and a survey of employment trends in 2019.

Withheld – commercially sensitive

2019/3/8 Draft Terms of Reference for FQAS Industry Board

A draft Terms of Reference (ToR) for the FQAS Industry Board had been prepared by LMC. The Board acknowledged its strategic financial responsibilities for the FQAS and was content that the draft ToR recognises that the Industry Board is there as an advisory board to LMC. The draft ToR will be considered by the Industry Board at its next meeting.

Action Point: The LMC Board will approve a final Terms of Reference following feedback from the FQAS Industry Board.

2019/3/9 Policies for Approval – LMC Complaints Procedure & Complaints Handling Guide

Action Point: The Board approved the LMC Complaints Procedure & Complaints Handling Guide.

2019/3/10 LMC Board Self-Assessment Exercise 2018-19

The Chief Executive had circulated the Board Performance Self-Assessment Checklist to Board members.

Action Point: Board members will forward completed checklists to the Chief Executive as soon as possible.

2019/3/11 Risk Management/Health & Safety

- **Draft Minutes from ARAC Meeting on 4 February 2019**

The draft minutes from the ARAC meeting on 4 February 2019 had been circulated to the Board.

- **Updated Risk Register**

Action Point: The updated Risk Register was approved by the Board.

- **ARAC Refresher Training Course**

All members of the ARAC had attended a refresher training course on 22 March 2019

2019/3/12 Minutes of Senior Management Team Meeting held on 22 January 2019

Noted

2019/3/13 Any Other Business**Invest NI**

Mr G Maguire informed the Board that Invest NI had recently met with Linden Foods to discuss new markets. It was noted that validation and certification are key issues for international trade and FQAS can play an important role in that. The Chief Executive advised that LMC will seek to arrange a meeting with Invest NI and key stakeholders to discuss export strategy as previously agreed by the Board.

The Industry Development Manager joined the meeting at 12.05pm.

2019/3/14 Industry Development Department Update

The Industry Development Manager updated the Board on the work of

Meat Matters which LMC financially supports and his attendance at the recent IMS Workshop in Canada.

Action Point: The Industry Development Manager will seek to disseminate the key messages from the IMS Workshop through the variety of channels at LMC's disposal.

2019/3/15 Date of Next Meeting

The next meeting of the Board will be held on 29 April 2019 at 10.00am at Lissue Walk.

The meeting ended at 1.15pm