

**MINUTES OF A MEETING OF THE COMMISSION HELD ON TUESDAY
26 FEBRUARY 2019 AT 10.00AM AT 1A LISSUE WALK, LISBURN**

Present:

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

In attendance:

Mr I Stevenson
Miss S Blain

2019/2/1 Apologies

An apology had been received from Mr P McElroy

2019/2/2 Declaration of Interests Pertaining to Agenda Items for Discussion

Mr Sinclair, Mr Lennon and Mr Maguire declared conflicts of interest in relation to 2019/2/7- FQAS. This was noted by the Chairman.

The Board agreed that none of the agenda items required any Board members to abstain from discussions.

2019/2/3 Minutes of Commission Meeting Held on 28 January 2019

The minutes of a meeting, held on 28 January 2019, were approved by the Commission and signed by the Chairman.

Proposed: Mrs O Chesney
Seconded: Mr G Maguire

2019/2/4 Matters Arising

- **Outlook for NI Agriculture**

LMC in partnership with IFJ is sponsoring a seminar by the Andersons Centre to be held on 11 April 2019 at the Seagoe Hotel.

Action Point: Board members are to advise the Chief Executive if they wish to attend.

- *Withheld – commercially sensitive*
- **Export Certification Ltd Updates – Martin Williams**

The Board discussed a number of international developments including the recent opening of the Japanese market which could present an opportunity for some products such as beef tongue, and the price pressures currently impacting markets for hides and skins.

Action Point: The Board requested that members are circulated with updates from Export Certification Ltd. The Chief Executive will arrange.

2019/2/5 Chairman's Report

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

- **Ammonia Meeting with DAERA Permanent Secretary**

The Chairman attended a meeting with the DAERA Permanent Secretary at Greenmount on 29 January 2019. It had been a well-attended and informative event and a follow up meeting has been arranged for 19 March 2019.

- **British Veterinary Association (BVA) AGM**

The Chairman attended the BVA AGM on 6 February 2019. The guest speaker was Professor Chris Elliot who spoke on “We are what we eat but who do we trust?”

The Board discussed the influence of social media and how to ensure that the red meat industry gets its messages out to the general public in an effective way.

Action Point: The Chief Executive will seek to arrange a meeting between NIMEA, Invest NI, UFU and LMC to discuss a long-term strategy to promote the red meat industry.

Action Point: The Industry Development Manager will provide an update on Meat Matters information service and IMS Marketing and Communications workshop at the next Board meeting.

- **Quarterly Assurance Meeting with DAERA**

The Chairman and Chief Executive attended the quarterly assurance meeting with DAERA. DAERA advised that secondary

legislation was being considered to make Board appointments in the absence of a Minister.

2019/2/6 *Withheld – commercially sensitive*

2019/2/7 **Chief Executive's Report**

- **Brexit**

At a meeting in Loughry on 14 February 2019 senior DAERA personnel briefed Arms Length Bodies on its role within the Northern Ireland Brexit Planning strategy. A Departmental Operations Centre is being established by DAERA and it will run on a 24/7 basis from 25 February for up to 24 weeks after the UK leaves the EU on 29 March 2019.

The Chief Executive also attended the fifth plenary session of the All-Ireland Civic Dialogue on Brexit at Dublin Castle on 15 February 2019. Many of LMC's key stakeholder organisations from Northern Ireland were in attendance.

- **FQAS**

The Chief Executive advised that at its recent meeting the FQAS Industry Board had approved an increase in the producer annual membership fee from £55 to £60 with effect from 1 April 2019. He also advised the Board that a one year contract extension for Certification Services with NIFCC had been agreed, in line with the original contract terms and conditions.

Action Point: The Chief Executive will review and circulate the FQAS Industry Board's Terms of Reference (ToR) to the LMC Board in advance of the next LMC Board meeting.

Action Point: The minutes of the FQAS Industry Board meetings will be circulated to the LMC Board. The Chief Executive will arrange.

- **Financials**

The Chief Executive advised that the Senior Management Team had reviewed planned expenditure on business plan activities to the end of the financial year. Each of the 12 business objectives within the business plan are on track to be fully achieved. As previously advised, total resource cover of £575k had been successfully requested from DAERA in the three monitoring rounds.

2019/2/8 Brexit Preparedness

The Board discussed the preparations within LMC and the NI Red Meat industry for Brexit. The Board agreed there needed to be clear and consistent messages from government which would be communicated to LMC stakeholders

2019/2/9 Draft LMC Business Plan & Budget for 2019-2020

A draft business plan and budget had been circulated in the Board papers. The Board suggested some small amendments to the narrative and discussed the main areas of proposed expenditure.

Action Point: The Board approved the draft LMC Business Plan and Budget for 2019-2020.

2019/2/10 Risk Management/Health & Safety

- **Verbal Report from ARAC Meeting on 4 February 2019**

The Chief Executive provided a verbal report to the Board in the absence of the ARAC Chairman.

Action Point: The updated Risk Register will be brought to the next Board meeting for approval.

- **Internal Business Case**

Since the last Board meeting, the ARAC had approved an internal business case for Assured Food Standards membership.

2019/2/11 Any Other Business

Pay Remit 2018-2019

The Chief Executive advised that the Pay Remit guidance for 2018-2019 had been issued to LMC.

Action Point: The Board asked the Remuneration Committee to consider the Pay Remit guidance and bring a recommendation to the next Board meeting.

2019/2/12 Date of Next Meetings

The Remuneration Committee will meet on 25 March 2019 at 9.30am at Lissie Walk

The next meeting of the Board will be held on 25 March 2019 at 10.30 am at Lissie Walk.

The meeting ended at 12.40pm