

**MINUTES OF A MEETING OF THE COMMISSION HELD ON MONDAY
28 OCTOBER 2019 AT 10.00AM AT VIC-RYN, MOIRA ROAD, LISBURN**

Present:

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

In attendance:

Mr I Stevenson
Miss S Blain

2019/9/1 Apologies

An apology had been received from Mrs O Chesney.

2019/9/2 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.

**Compliance with the Management Statement & Financial
Memorandum, Sponsor Manual and Managing Public Money NI**

Confirmed.

2019/9/3 Minutes of Commission Meeting Held on 23 September 2019

The minutes of a meeting, held on 23 September 2019, were approved by the Commission and signed by the Chairman.

Proposed: Mr J Lennon
Seconded: Mr H Sinclair

2019/9/4 Matters Arising

- **Quality Assurance:**

The Chief Executive updated the Board on a teleconference held with QMS and Welsh Lamb and Beef Producers (WLBP) to discuss the 2019/2020 Red Tractor fees requested by Assured Food Standards. A

Signed _____
Chairman

further meeting has been arranged on 21 November 2019 in Birmingham to have face to face discussions.

Action Point: The Board agreed that LMC should not be treated any differently than the other bodies regarding Red Tractor fees.

- *Withheld – commercially sensitive*
- *Withheld – commercially sensitive*
- **LMC Schools Programme Event - 23 September 2019**

The Board felt this had been an excellent event to promote the ongoing work of the LMC Schools Programme.

2019/9/5 Chairman's Report

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

- **Tri-Partite Meeting – 10 October 2019**

The Chairman attended and chaired a tripartite meeting facilitated by LMC between NIMEA and UFU. There is some way to go to get agreement between stakeholders and DAERA regarding the support needed by red meat sector in the event of a no-deal Brexit. See also 2019/9/6.

- **Future Proofing Your Sheep Enterprise Conference – 2 October 2019**

The Chairman attended the Sheep Conference at Greenmount. It had been a very good technical event with high quality speakers and great turnout.

- **LMC Board Member Recruitment**

The Chairman has attended a recruitment panel meeting in DAERA to start the process to recruit a new Board member. Mr P McElroy advised that he was content to remain in post (if required) until a new member has been recruited.

- **Anuga, Cologne 7-8 October 2019**

The Chairman and Chief Executive attended the Anuga Food Fair at the beginning of October. This is the premier food event in the world with over 7,500 exhibitors from 100 countries. See also 2019/9/6.

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Chairman

- **The Resilient Farmer Tour – October 2019**

A number of Board members had attended the event at various venues in Northern Ireland. All were impressed with the numbers who attended and the guest speaker, Doug Avery.

- **Quarterly Assurance Meeting – 21 October 2019**

The Chairman and Chief Executive attended the Quarterly Assurance meeting with new Senior Sponsor for LMC Sean McGrade and his team. See also 2019/9/6.

- *Withheld – commercially sensitive*

- **Board Members Remuneration**

Correspondence had been received from Department of Finance regarding Board members remuneration.

Action Point: The Board agreed not to apply the 1.25% increase to Board members remuneration for 2018-2019. This is consistent with decisions in previous years.

2019/9/6

Chief Executive's Report

The Chief Executive referred Board members to the written report provided with the Board papers and highlighted a number of points:

- **Anuga 2019**

The Chairman and Chief Executive both commented on the diminishing 'Northern Ireland' identity at these international trade show events. Invest NI should be encouraged to engage with the NI red meat industry to develop and agree a promotion strategy going forward.

- **Export Markets**

The Chief Executive has spoken to AHDB and Invest NI about arranging a high profile event in China for UK Beef when the market is open for shipments. Both parties have expressed an interest and further discussions will take place.

Signed _____
Chairman

- **Tri-Partite Meetings**

LMC had recently facilitated 2 tri-partite meetings with NIMEA and UFU to discuss the support needed from government for the beef and sheep sector in the event of a no-deal Brexit.

LMC's Market Information department also produced a useful analysis paper on the significant erosion of cattle price returns across the UK regions and this gained the attention of the UK Farming Unions when presented at a meeting hosted by UFU on 27 September 2019. The Chief Executive felt that the message was starting to get through as to the very real impacts of no deal for the UK beef industry.

- **Sponsorship Arrangements**

The Chief Executive updated the Board on issues discussed at the recent quarterly assurance meeting with the new Senior Sponsor for LMC.

- **Financials**

- **January Monitoring Round**

The Chief Executive advised the Board that LMC had made a bid for an additional £50k of resource cover in the January monitoring round.

- **Bank Account Signatories**

The Chief Executive advised that the bank mandate needed to be amended due to recent staff changes.

Action Point: It was resolved that the authorised signatories in the current mandate, for all existing and future accounts of LMC held by the Ulster Bank, be changed in accordance with section 5 of Change of Signing Authority form, and the current mandate will continue as amended.

Proposed: Mr P McElroy

Seconded: Mr H Sinclair

- **NZ Special Agricultural Trade Envoy**

The Chief Executive informed the Board that the NZ Special Agricultural Trade Envoy will be visiting Northern Ireland on 29 November 2019.

Action Point: Board members will advise the Chief Executive if they are available to meet the envoy. Further details will follow.

Signed _____
Chairman

2019/9/7 Risk Management/Health & Safety

Nothing to report

2019/9/8 LMC Audit and Risk Assurance Meeting Monday 28 October 2019

The ARAC Chairman provided a verbal report to the Board on the meeting held on 28 October 2019.

Action Point: Draft minutes of ARAC meeting on 28 October 2019 will be circulated at the next Board meeting.

2019/9/9 LMC Policies for Approval

The following the new/updated policies were circulated to the Board for approval:

- Harassment Policy
- Clear Desk Policy
- Information Asset Register

Action Point: The Board approved the policies.

2019/9/10 Quarterly Business Monitor to end September 2019

Noted.

2019/9/11 Quarterly Business Section Reports for Information

All reports were noted.

The draft external and internal communications plan was circulated to the Board.

Action Point: The Board approved the External and Internal communications plan.

Action Point: The Board agreed that LMC would hold a stakeholder engagement event in the New Year. The SMT will organise a suitable date.

2019/9/12 Senior Management Team Minutes for Information

Noted.

Signed _____
Chairman

2019/9/13 Any Other Business

None.

2019/9/14 Date of Next Meeting

The next meetings of the Board will be held on:

25 November 2019 at 10.00am (venue tbc)

16 December 2019 at 11.00am (venue tbc)

The formal Board meeting ended at 12.00 noon.

A meeting with Northern Ireland Farm Groups immediately followed the Board meeting. Representatives from NBA, NIAPA and FFA attended.

There was a wide ranging discussion on a variety of issues including:

Farm Quality Assurance;
Country of Origin Labelling;
Number of Farm Moves;
Grading Grid; and
30 Months Rule.

The meeting ended at 2pm.

Signed _____
Chairman