



An Rialálaí Agraibhia Agri-Food Regulator

(Ref: ARA/N6/4)

Note of the Fourth Meeting of the Board of the Agri-Food Regulator which took place on 27 March at 11 a.m. in the Boardroom, Agri-Food Regulator's Office, Backweston Campus, Celbridge, Co Kildare, Ireland, W23 X3PH

Present

Board of the Agri-Food Regulator:

Joe Healy, Chair
Paul Brophy
Karen Brosnan
John Comer
Margaret Dineen
Elaine Donohoe
Grace McCullen
Angus Woods

In attendance

Agri-Food Regulator

Niamh Lenehan, CEO
Beckie Reynolds (minute-taker)

Fieldfisher Ireland LLP

Jonathan Moore (11am to 11.45am)

Item 1: Opening by Chair

The Chairperson welcomed Members to the meeting. The Board agreed that the agenda for the meeting was acceptable and adopted same. The minutes of the Board Meeting of 12 February 2024 were agreed.

Item 2: Conflict(s) of Interest

There were no conflicts of interest noted.



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Item 3: Delegation of Functions: Legal Advice

Jonathan Moore of Fieldfisher LLP presented to the Board documentation in respect of the delegation of functions under the Agricultural and Food Supply Chain Act 2023. A proposed schedule detailing the functions reserved for the Board and the functions delegated to the Executive was discussed and agreed for inclusion as an appendix in the Board Terms of Reference and Board Procedures.

Item 5: Development of Strategy Statement & 2024 Work Programme

A further draft of the Agri-Food Regulator's Strategy Statement and 2024 Work Programme was discussed by the Board. The Strategy Statement will be graphically designed.

Item 6: Audit and Risk Committee

The minutes of the Audit and Risk Committee (ARC) of 15th March meeting were noted. The ARC Terms of Reference and Internal Audit Charter were approved. Finalising the setting up of the Regulator's own bank account is considered a priority. Risk management will be a standing item on each Board meeting agenda. It was agreed that a statement of expenditure will be presented to the Board on a quarterly basis.

Item 7: Items for Discussion

- Annual Report 2023

As per section 41 of the 2023 Act, the Regulator shall provide a report to the Minister about its activities during each financial year. A draft of a report to cover the period from establishment to year end 2023 was agreed.

- Board Fees

It was agreed that annual Board fees would be split equally for payment in arrears at end June and end December.



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Item 8: CEO Report

The CEO outlined the main aspects of operational activity since the last Board meeting. It was noted that initial stakeholder meetings are ongoing and engagement has been very positive overall. Recruitment activity is ongoing. Further, the CEO attended the Bord Bia Board meeting on 21 February 2024 to provide an overview of the Agri-Food Regulator and its work.

Item 9: For Noting

- The www.agrifoodregulator.ie website analytics report was noted.
- The Oxford Farming Conference Report 2024 was noted.

Item 10: AOB

No other business.

Item 11. Next Board Meeting

The Board noted that the next Board meeting would take place on Wednesday, 17 May 2024.

The Chairperson thanked everyone for their participation and contributions.

THIS CONCLUDED THE BUSINESS OF THE MEETING