**MINUTES OF DAERA STRATEGY COMMITTEE**

**THURSDAY 15 OCTOBER 2019**

**11th FLOOR CONFERENCE ROOM, DUNDONALD HOUSE**

**Members:**

David Small (Chair) Deputy Secretary Environment, Marine and Fisheries Group

Norman Fulton Deputy Secretary Food and Farming Group

Brian Doherty Deputy Secretary Central Services and Contingency Planning Group (via video conference, Ballykelly House)

Robert Huey Deputy Secretary Veterinary Service and Animal Health Group (via video conference, Ballykelly House)

Fiona McCandless Deputy Secretary Rural Affairs, Forest Service and Estates Transformation Group (via video conference, Ballykelly House)

Alistair Carson Director of Science, Evidence and Innovation Policy

David Reid Director of Finance (via video conference, Ballykelly House)

Seamus McErlean Chief Agricultural Economist

**In Attendance:**

Perpetua McNamee Director of International Trade Facilitation, VSAHG

**Secretariat:** Diane Richardson, EMFG

 Caoimhe Treanor, FFG

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| **Item** | **Description** | **Action Owner** |
| 1.0 | **Conflict of Interest** |  |
|  | There were no apologies and no conflicts of interest were declared. |  |
| 2.0 | **DAERA International Action Plan** |  |
|  | Perpetua McNamee briefed the Committee on the work being developed across the Department on the DAERA International Action Plan (IAP) which would shape our international engagement and will support the NI Executive’s International Strategy.The Committee discussed the draft IAP in detail and made a range of suggestions relating to Programme for Government, purpose, themes, linkages with Heads of Profession, benefits realisation, and Invest NI links.  Perpetua agreed to consider these points when finalising the draft. The Committee agreed that the draft IAP was reflected strategic alignment across DAERA and was focussed in the right direction.The Committee also agreed that the draft IAP could be shared with TEO, and that a paper should be submitted to the Departmental Board for discussion.  | **Perpetua McNamee** |
| 3.0 | **Minutes of Previous Meeting**  |  |
|  | It was noted that the 5 September meeting was cancelled and the Rural Policy Framework paper was dealt with by correspondence, as a result there were no minutes to be cleared.  |  |
| 4.0 | **Action Points from Previous Meeting**  |  |
|  | It was noted that the 5 September meeting was cancelled and as a result there were no action points to report on. |  |
| 5.0 | **Decision Log from Previous Meeting**  |  |
|  | The decision log was noted and the Committee was content. |  |
| 6.0 | **Papers for Discussion at Future Meetings & Next Agenda** |  |
|  | The Committee reviewed the list of potential papers for future meetings and agreed that Groups Heads should ask business areas to check the list and provide an update on timings and any new papers to be included.The Committee also agreed that an update on the DAERA Strategic Plan (including strategic alignment work) should be tabled at the next meeting. | **Deputy Secretaries****David Reid** |
| 7.0 | **AOB**  |  |
|  | **Chair and Secretariat**The Committee noted that Strategic Planning Branch (Finance Division) will take over secretariat of the DAERA Strategy Committee effective from the next meeting. Following discussion, Brian Doherty agreed to take over chair duties, effective from the next meeting.**Corporate Style of DAERA Strategies**Alistair Carson made the point that the Committee had seen a range of strategies over the last few months with a variety of styles, formatting and structures. The Committee agreed it would be preferable for strategies to have consistent style with a corporate preface illustrating strategic alignment. It was agreed that Strategic Planning Branch would consider this as part of their work in the coming months. | **Strategic Planning Branch** |
|  | **Date of Next Meeting** |  |
|  | The next meeting will be held on Thursday 5 December in Room 233, Dundonald House from 10am – 11.30am. |  |