**MINUTES OF DAERA STRATEGY COMMITTEE**

**FRIDAY 26 JULY 2019**

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

**Members:**

Norman Fulton (Chair) Deputy Secretary Food and Farming Group

David Small Deputy Secretary Environment, Marine and Fisheries Group

Robert Huey Deputy Secretary Veterinary Service and Animal Health 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

**Apologies:**

Brian Doherty Deputy Secretary Central Services and Contingency Planning Group

Fiona McCandless Deputy Secretary Rural Affairs, Forest Service and Estates Transformation Group

**In Attendance:**

Grade 6 AFBI Review Lead (for Agenda item – Innovation Strategy)

**Secretariat:**

Administrative Staff

|  |  |  |
| --- | --- | --- |
| **Item** | **Description** | **Action Owner** |
| 1.0 | **Conflict of Interest** |  |
|  | No conflicts of interest were declared. |  |
| 2.0 | **a) Innovation Strategy** |  |
|  | Alistair Carson briefed the Committee on an early draft of the Innovation Strategy Paper which is one of the three operational strands of the overall DAERA Science Strategy. The other two operational  strands are the Research & Development Strategy and the Evidence & Surveillance Strategy. Both of these will be tabled at Strategy Committee meetings in the coming months.  The Committee discussed the Innovation Strategy’s alignment with broader issues including its cross cutting nature within DAERA and with other Departments and the Programme for Government. The Committee noted the update and agreed that the report format needed further work and restructuring. The following action points were agreed:   * Draft strategy to be refined taking into account clarification of the wider strategic context and the ‘need’ for it and the ‘how’ it could be done; make the document more readable and shorter; consideration of input on the current barriers to innovation within the Department and also the benefits. Costings should be included prior to taking this strategy to DB for approval and then consultation. * Arrange presentation to Departmental Board to seek their agreement on the way forward. | **Alistair Carson and AFBI Review Lead (Gd 6)**  **Alistair Carson and AFBI Review Lead (Gd 6)** |
|  | **b) DAERA Strategic Plan** |  |
|  | David Reid gave a brief update on the development work relating to the DAERA Strategic Plan including commencing a pilot study. |  |
| 3.0 | **Minutes of Previous Meeting** |  |
|  | The minutes of the meeting held on 6 June 2019 were agreed.   * Secretariat to amend typing mistakes. | **Secretariat** |
| 4.0 | **Action Points from Previous Meeting** |  |
|  | Both action points from the meeting held on 6 June were noted as complete. |  |
| 5.0 | **Decision Log from Previous Meeting** |  |
|  | The decision log was reviewed and the Committee was content. |  |
| 6.0 | **Papers for Discussion at Future Meetings & Next Agenda** |  |
|  | The Committee discussed the list of potential papers for future meetings and agreed to consider the following papers at the next meeting:   * Rural Strategy * DAERA International Relations Framework and Action Plan   Secretariat to confirm with business area responsible for the International Relations paper that this is on track to be submitted to the September meeting.  The Committee also agreed that the following strategies should be added to the list of papers for consideration at future meetings:   * Research and Development Strategy * Evidence and Surveillance Strategy | **Secretariat** |
| 7.0 | **Draft Paper for Departmental Board** |  |
|  | The Committee discussed the draft DB paper (due to be tabled at the 28 August meeting) and agreed that it should include an indication of the Strategy Committee’s views and what actions came out of discussions about each paper. The Committee agreed the following action points:   * The ‘Terms of Reference’ for the Strategy Committee should be appended to each DB paper to enable DB members to see the remit of the Committee. The Decision Log should also be appended to each DB paper to enable the Committee to see the progress being made. | **Secretariat** |
| 8.0 | **AOB** |  |
|  | The Committee agreed the following action point:   * Dates for Committee meetings in the 2020 calendar year should continue along a similar pattern as the 2019 schedule (every 6 to 8 weeks approximately) and future meetings should be confirmed for the first 6 months of next year. | **Secretariat** |
|  | **Date of Next Meeting** |  |
|  | The next meeting will be held on Thursday 5 September in Room 233, Dundonald House from 9.30am – 11.00 noon. |  |