

Quality Meat Scotland
Minutes of the 80th Meeting of the Board
28th September 2023
Dakota Eurocentral Hotel

Present:

K. Rowell (Chair)
A. Irvine
A. Ivory
A. McGowan
C. Ruxton
E. Buckby
G. Wallace
I. Bentley
J. Duncan Grant
N. Jeffrey
P. Brown
S. Jarron

In Attendance:

S. Millar (Chief Executive)
D. Phillips (Standards Officer)
P. Byrne (Accountant)
H. Curran (Sponsor Team)

Minutes:

K. McCormack

Detail	Action
Welcome and Apologies Kate Rowell welcomed everyone to the meeting. There were no apologies.	
Additions to the Agenda Remuneration committee meeting update was added to the agenda.	
Declaration of interests in any agenda item The following Board members declared an interest as being Quality Assurance members and levy payers however these did not conflict with any agenda item: <ul style="list-style-type: none">▪ Niall Jeffrey▪ Kate Rowell▪ Adrian Ivory▪ Ann Irvine▪ Jilly Duncan Grant▪ Emma Buckby Ian Bentley declared an interest in levy rates as being president of Scottish Association of Meat Wholesalers and on the Board of Scotbeef Ltd.	

Andy McGowan declared an interest due to him being a member on the Board of SAOS who established FIA.	
Minutes of Board Meeting on the 8th June 2023 The minutes were reviewed and agreed as an accurate record of the meeting.	
Commercial in Confidence – Update on Action Points The Board reviewed the actions from the previous meeting and the following updates were given: <u>Actions from meeting on the 22nd September 2022</u> No. 14 – Sarah Millar confirmed that a date for the joint parliamentary reception has been confirmed for the 22 nd May 2024. A diary invite will be sent out in due course. Kirsty to mark this as complete and take of the actions table.	Kirsty
Financial Report 5 Months to 31st August 2023 Paul Byrne presented the financial report for the 2023/ 2024 financial year to the 31 st August 2023. The report was in a new format which Board agreed was a lot more easy to read and follow. There was a request for one change – to change the colour of the graphs, pies charts etc as with so many different colours of blue, some are not clear. Paul highlighted the following main areas from the report <ul style="list-style-type: none"> ▪ Summary Income & Expenditure ▪ Levy/ Levy Repatriation v Budget ▪ Staff costs ▪ Travel & Subs Paul advised there were no areas of concern.	Paul/ Debbie
Update on QMS Levy Forecast for 2023/2024 Sarah Millar presented a paper with an update on QMS Levy forecast for 2023/2024 which the Market Intelligence team had produced. The paper gave a detailed report on the current levy status within the cattle sector, sheep sector and pig sector.	
Review of Reserve's Policy	

<p>Paul Byrne presented the QMS Reserves policy and highlighted the recommendation to maintain our appetite for risk at 'medium' and change the reserve level to £1,293k from £1,300k.</p> <p>After reviewing the paper, The Board agreed with the recommendation to maintain our appetite for risk at 'medium' and change the reserve level to £1,293k from £1,300k.</p>	Paul
<p>Highlight Report & Implementation Plans 2023/ 2024</p> <p>The Executive Team presented highlights and challenges from working on their department's objectives since June this included:</p> <p><u>Corporate Services</u> The working group for the corporate sustainability policy have met twice and progressing well with what we currently have in place, the next stage is document what we can tangibly measure going forward, to support our policy.</p> <p><u>Industry Development</u> Proposal paper submitted to Scottish Government looking at a funded research place to support mapping out of environmental potential of genetics.</p> <p><u>Brands integrity</u> QA videos are now live and have had really positive feedback. They are a useful tool to educate members and the wider industry on the schemes.</p> <p><u>Market Development</u> We are working with Woodheads, SDI and Food Source International to explore market opportunities for halal Scotch lamb in the UAE. Potentially supporting events at Cop 28, Gulfoods & Ramadan.</p> <p><u>Market Intelligence & External Affairs</u> Net Zero and Nature Restoration project ongoing, with Professor John Gilliland supporting QMS 1 day a week as the project develops and to support stakeholder engagement post publication. Tentatively building for a December launch around COP28. QMS agreed to be part of a consortium bid for funding for ARCZero to come to the UK which will see 5 beef and sheep and 1 pig farm recruited in Scotland for living lab research and policy development.</p> <p><u>Marketing & Communications</u> The Podcast are going well. The strategy Podcast has over 500 downloads in the first two days. We received strong coverage with our strategy opinion pieces one being - The Scotsman, daily Record.</p>	
QMS Committee Meeting Updates	
Audit & Risk Management – 25th July	

<p>Ann Irvine gave an update from the Audit & Risk management committee meeting which took place on the 25th July with the main agenda item being the external audit.</p>	
<p>Pig Forum – 28th August</p> <p>Gordon Wallace and Andy McGowan gave an update from the recent QMS Pig Forum meeting which took place on the 28th August.</p> <p>Gordon highlighted the main topics which were on the agenda:</p> <ul style="list-style-type: none"> ▪ <u>QMS 5 Year Strategy</u> - Sarah Millar gave an overview of the QMS 5 Year Strategy ▪ <u>Scottish Pig Health update</u> – Jill Thomson provided an update covering PRRS project, Swine Dysentery, African swine fever in Europe, Feral pigs, Wholesome pigs figures ▪ <u>Carbon auditing</u> – Ian Thompson of Laurence Gould attended the meeting and gave an update on the carbon auditing that they are undertaking for the sector and what the results are showing. He highlighted that manure management and feed efficiency are crucial to lower the sectors carbon footprint and while fuel and electricity are generally a small part of carbon emissions, they are still significant and any efficiencies in this area are also likely to save the producers money. ▪ Industry challenges discussed - loss of Scottish Pork in Lidl 	
<p>Remuneration Committee – 22nd September</p> <p>Peter Brown gave an update from the recent QMS Remuneration committee meeting which took place on the 22nd September.</p>	
<p>QMS Future Strategy Planning Update/ Recruitment Update</p> <p>Sarah advised that we had received a lot of good feedback from the launch of our strategy and some critical feedback which we will take on Board.</p> <p>Sarah confirmed the recent staff appointments:</p> <ul style="list-style-type: none"> ▪ Director of Business Development – Tom Gibson been appointed. ▪ Director of Communications & External affairs – Tom Maxwell been appointed who started on the 19th September. ▪ Director of Marketing – Emma Heath been appointed who will start on the 23rd October <p>Sarah highlighted that Health and Education manager Jennifer Robertson left in September and Alix Ritchie, also Health and Education Manager will be leaving in</p>	

<p>November. The plan is not to replace with a manger but with someone coming in as a coordinator level as part of a wider restructure of the communications and external affairs team.</p>	
<p>Chief Executives Report</p> <p>Sarah Millar highlighted key information from the report to the Board since the last meeting in April which included:</p> <p><u>General</u></p> <ul style="list-style-type: none"> ▪ RHS feedback – Very positive feedback from stakeholders on the new QMS format. nearly half a tonne of Scotch beef sampled over the course of the show, and circa 8000 consumers through Lidl each day. ▪ Strategy feedback - Received extremely promising feedback at the launch f the new strategy. Launch of the strategy is just the first piece of our journey, and that delivery of the strategy still needs to be finalised following a review of our financial position in the long term and the new structure. <p><u>Staff</u></p> <ul style="list-style-type: none"> ▪ New structure coming into place from Monday 23rd October when Emma Heath, Director of Marketing starts. ▪ Ciara El Mansi, leaving on the 31st October ▪ Alix Ritchie, leaving on the 22nd November 	
<p>Chairs Report</p> <p>Kate Rowell updated the Board on the meetings and activities that she has been a part of over the past couple of months which included:</p> <ul style="list-style-type: none"> ▪ Farming Roundtable meetings ▪ Farmers Guardian Column ▪ Rachael Hamilton Conservative lunch ▪ Meat Eating Quality meeting ▪ Borders Union Show ▪ UK research net zero workshop ▪ Presented at SAMW Conference ▪ Royal Countryside Fund lunch ▪ Pasture for life dinner ▪ Just Transition dinner ▪ Fas taskforce <p>Kate highlighted that the FAST group were looking to become a formal constituted group to enable them to access funding and that QMS would be part of this.</p>	

<p>Any Other Business</p> <p>Heather curran highlighted there will be a Pig consultation soon. She will be in contact with Andy McGowan and QMS when she has more info.</p>	
<p>There being no further business, the meeting was closed.</p> <p>Future meetings:</p> <ul style="list-style-type: none"> ▪ Wednesday 25th October – Murrayshall, Perth ▪ Thursday 9th November SARDC Boardroom, The Rural Centre 	