

**QUALITY MEAT SCOTLAND**  
**Minutes of the Twenty Sixth Meeting of the Board**  
**27 November, 2012 10.00am NFUS Boardroom, The Rural Centre**

**Present:**

J McLaren, Chairman  
J Craig  
J Gregor  
J Mackey  
G McKen  
A McNaughton  
R Parker  
A Peddie  
D Sole

**In Attendance:**

S Ashworth (Item 10)  
T Bailey, SFQC (Item 17)  
P Byrne, Accountant (Item 3)  
M Morgan (Sponsor Team)  
R Morgan, SFQC (Item 17)  
U Morton, Chief Executive  
K Peebles (Item 17)  
L Vernet (Item10)

**Apologies**

H Graham  
J Scott  
P Thomas

**1**

**1.1 Declarations of Interest**

There were declarations of interest by Alan McNaughton on any discussion relating to Vion and Robert Parker on the Nuffield Scholarship agenda item.

**1.2 Minutes of the Meeting Held on 27 September, 2012**

The minutes of the meeting held on 27 September were approved and signed by the Chairman.

**2**

*Item withheld - Commercial in Confidence*

**3**

*Item withheld - Commercial in Confidence*

**4**

**Review of Reserves Policy (paper 48-12/13)**

The Audit Committee's amendments to the Reserves Policy were approved.

**5**

**Review and Approve Risk Register (paper 49-12/13)**

The Audit Committee reviewed and amended the Risk Register including grouping a number risks. Board members approved the amended Risk Register.

**6**

**Progress Report for Period 19 Sep – 19 Nov (paper 50-12/13)**

Due to the decrease in levy income and the agreed reduction in activity discussed at agenda item 3 it was noted that the progress report would reflect this decision, with more areas in red in future reports.

**7**

**Market Report (paper 51-12/13)**

There were no queries on the Market Report.

## **8 Committee Updates**

### **8.1 Scottish Butchers Think Tank – U Morton**

The group had been reporting average prices and found this useful. It was decided to roll out price reporting across Scotch Butchers Club members that share this information and provide top line figures to SFMTA. Regional discussion groups had been held jointly with SFMTA in Dundee, Dalkeith, Bellshill and Forres. Recent campaigns and future campaigns were discussed and very valuable feedback received. Two new members had joined the group - Duncan Fraser and Isobellanne Johnston.

### **8.2 Item withheld (commercial in confidence)**

### **8.3 Scottish Sheep Strategy Group – J Gregor**

Rod McKenzie had completed a six year period as Development Officer and Stuart Annand and Katie Keiley had been appointed as part-time Development Officers. Alison Glasgow of Signet was also moving on. The strategy would continue to focus on genetics, monitor farms, lamb grading and looking at health issues. New committee members were being sought and any suggestions would be welcome.

### **8.4 Eating Quality Committee – R Parker**

The meeting discussed feedback of information to finishers and primary producers, the effects of liver fluke on 5<sup>th</sup> quarter sales and a health database to be held by an impartial third party.

### **8.5 Audit Committee – A McNaughton (paper 52-12/13)**

The minutes of the November Audit Committee were included in the Board papers. The risk register, reserves policy and terms of reference were reviewed and good internal audit reports received.

### **8.6 IMEQ Scientific Steering Committee – M Morgan/R Parker**

The committee discussed changes in SAC resource and support. The project had reached the stage of comparing taste panel results against the automated systems. The QMS Carcase and Meat Quality Specialist's role involved detailed engagement with Scottish abattoirs to encourage uptake of the IMEQ technology.

## **9 Review of Membership of Committees (paper 53-12/13)**

### **9.1 The Review of Membership of Committees was considered and in discussion the following was agreed:**

- Additional information on how committees operate, how often they meet and encouraging potential members to contact QMS would be included in the Annual Review.
- The recommendations in the paper would be implemented.
- The implementation would be rolled out over a period of time taking into account time already served. External bodies with committee representatives would be made aware of the new procedures for refreshing membership.
- Committee Terms of Reference would be updated to reflect the broad principles of the governance improvements to membership.

## **10 *Item withheld - Commercial in Confidence***

- 11 QMS Pig Assurance Scheme Standards (paper 56-12/13)**  
The amendments to the QMS Pig Assurance Scheme Standards were approved.
- 12 Nuffield Scholarship (paper 57-12/13)**  
The discussion on how QMS may support a Nuffield Scholarship would be carried forward to the January planning session. Initial thoughts included joint-sponsorship with other Scottish organisations or funding a scholar for a specific piece of work such as assisting with knowledge transfer activity by speaking at industry meetings after completion of their scholarship.
- 13 Chief Executive's Report (paper 58-12/13)**  
*Item withheld – personnel issue)*
- 14 Chairman's Report including Update on Board Appointments**  
14.1 The Chairman reported that six Board members' terms of appointment would be complete on 31 March 2013. Four of these had been extended to 31 March 2014. The process currently underway would appoint two Board members starting on 1 April 2013 and four commencing on 1 April 2014. This would lead into a cycle of rolling appointments of 3 members every two years. Applications would close on 7 December with interviews being held in January.  
14.2 The Chairman had been involved in a number of events and meetings including: SSE Barkip; HRH dinner at Birkhall; Tim Bailey and Robert Morgan, SFQC; Vion meetings; Board appointments; SIAL; British Charolais Cattle Society dinner; Scotch Beef Farm of the Year judging; RHET Food and Farming event; Islay abattoir; SDI food mission to Japan and China; Scotbeef and Sepa; AgriScot, Scotbeef Scottish Premier Meat Exhibition and Kelso Agricultural Discussion Society.
- 15 First Progress Report on Achievement of Critical Success Factors (paper 59-12/13)**  
The progress report on critical success factors would be reviewed by the Board twice a year. The report would be developed into a robust basket of measures to record progress on achievement of critical success factors.
- 16 Any Other Business**  
NFUS Blueprint for Beef  
QMS had been consulted on the NFUS Blueprint for Beef although as QMS is not a lobbying organisation it was not directly involved.
- 17 SFQC Annual Feedback on Research on Assurance Schemes**  
Tim Bailey gave a presentation and answered Board questions on the feedback on the SFQC Research on Assurance Schemes. The Chairman thanked Tim Bailey and Robert Morgan on behalf of the Board.
- 18 Date of Next Meeting**  
The next Board meeting is at 10am on Thursday, 21 February in the NFUS Board Room. The Board would also meet on 17 January for a full day

planning workshop in the NFUS Board Room.