

QUALITY MEAT SCOTLAND

Minutes of the Sixty Seventh Meeting of the Board
25th February 2021, 10am – 3pm, Zoom Video Call

Present:

K. Rowell (Chair)
A. Irvine
A. McGowan
C. Milne
G. Milne
G. Wallace
J. Gibson
J. Fitzpatrick
L. Welsh
P. Sleight
S. Henderson
S. Mackie

In Attendance:

A. Clarke (Chief Executive)
A. Cooke (Sponsor Team)
H. Curran (Sponsor Team)
P. Byrne (Accountant)
R. Branza (Sponsor Team)

Minutes:

K. McCormack

		ACTION
1.0	<p>Welcome and Apologies</p> <p>Kate Rowell welcomed everyone to the sixty seventh QMS Board meeting. There were no apologies.</p> <p>Kate introduced Ramona Branza and Ashley Cooke to their first QMS Board meeting. Ramona and Ashley are new to the Scottish Government’s Sponsor Team. The Board introduced themselves with a short introduction.</p>	
2.0	<p>Additions to the Agenda</p> <p>The Board asked for the following topics to be added to the agenda:</p> <ul style="list-style-type: none"> ▪ Highland Show Update ▪ Pig Derogation Update ▪ Gene Editing ▪ Covid-19 Testing for Industry/ Processors ▪ Board Expenses 	
3.0	<p>Declaration of interests in any agenda item</p> <p>Sarah Mackie declared an interest in the Highland Show Update.</p>	
4.0	<p>Minutes of Board update meeting on 12th November 2020</p> <p>The minutes were agreed as an accurate record of the meeting.</p>	
5.0	<p>Update on Action Points</p> <p>No further updates to actions.</p>	

<p>6.0</p>	<p>Financial Report 10 months to 31st January 2021</p> <p>Paul presented the finance report for the last 10 months to the 31st January 2021 with no areas for concern.</p> <p>He discussed information from the summary of income and expenditure, the balance sheet and the reforecast to March 2021.</p> <p>There were no significant issues raised but Paul highlighted the slight change to the levy forecast for the remaining months is due to the closure of the Brechin processing site which counted for approx 10,000 pigs below expected. Andy McGowan advised that things are catching up now.</p> <p>Paul highlighted that the outstanding payments from 3 processors stated in the report have now been received.</p> <p>A question was raised as to why there had been £12.7k spent in travel and subs when everyone has been working from home this year. Paul advised that staff working from home costs for furniture and equipment had been included in this. It was agreed for Paul to add in a note to the next report to explain this.</p> <p>Alan Clarke thanked Paul for all the work that he has done the past year.</p>	<p>PB</p>
<p>7.0</p>	<p>Draft Programme of Recurring Board Business 2021/ 2022</p> <p>The Board approved the draft Programme of Recurring Board Business for 2021/ 2022.</p> <p>It was agreed for Kirsty McCormack to change the layout so that standard agenda items and additional items are kept separate, so it is easier to read.</p>	<p>KM</p>
<p>8.0</p>	<p>QMS Committee's</p>	
<p>8.1</p>	<p>Cattle & Sheep Industry Advisory Group</p> <p>Scott Henderson gave an update from the Cattle & Sheep Industry Advisory Group meeting which took place on the 26th November 2020.</p> <p>Scott highlighted the topics that were discussed on the day which included:</p> <ul style="list-style-type: none"> ▪ Podcasts ▪ DNA Project ▪ Meat the Grade Online Tool ▪ Monitor Farm Legacy Project ▪ Meat Eating Quality <p>Alan Clarke advised that the first draft of the DNA Proof of Concept Study is complete and the first meeting of the steering group will take place in the next couple of weeks. An Eating Quality Proposal has been put together and Bruce McConachie has been asked to move forward with the first stage which is to review the work that was currently done before. Bruce will then update the Board in April. Alan advised that the thought process at this stage is to make it consumer led.</p>	

	Kirsty McCormack is to add DNA Project Update to April's agenda.	KM
8.2	<p>Pig Forum</p> <p>Philip Sleigh gave an update from the Pig Forum which took place on the 9th December 2020.</p> <p>Philip highlighted the topics that were discussed on the day which included:</p> <ul style="list-style-type: none"> ▪ Scottish Pig Health & Welfare Update ▪ PPC (Pollution Prevention Control) Update ▪ QMS Marketing Sub-Group Update ▪ Industry Projects ▪ Scottish Pig Industry Strategy Progress Update 	
8.3	<p>Beef & Lamb Marketing Advisory Group</p> <p>George Milne gave an update from the Beef & Lamb Marketing Advisory Group meeting which took place on the 16th December 2020.</p> <p>George highlighted the topics that were discussed on the day which included:</p> <ul style="list-style-type: none"> ▪ Industry Update from Iain MacDonald ▪ Category & Trends Update from Antoine Legendre ▪ Marketing and Communications Team Update ▪ Market Development Update from Tom Gibson <p>The question was raised if we have the information on how well the 'Make It' campaign did compared to other similar campaigns done by other organisations. Alan Clarke agreed to raise this with Lesley Cameron and share info with the Board.</p> <p>There was a discussion around the Foodservice sector and Alan said he would get an update on activities and report back at the next meeting.</p>	<p>AC/ LC</p> <p>AC/ TG</p>
8.4	<p>Haulage Industry Advisory Group</p> <p>Andy McGowan gave an update from the first Haulage Industry Advisory Group meeting which took place on the 20th January 2021.</p> <p>Andy advised that the group was formed as there was a gap in the industry where members could come together and discuss issues going on in the sector. There are 12 members in the committee, half who sit on the Haulage Assurance Standard Setting Body and the rest who other members of the Haulage Scheme. The plan is to meet 2 or 3 times a year.</p> <p>The main topic for discussion on the day was regarding the two consultations on the transport of live animals.</p>	

<p>8.5</p>	<p>Pork Marketing Advisory Group</p> <p>Philip Sleigh gave an update from the Pork Marketing Advisory Group which took place on the 21st January 2021.</p> <p>Philip highlighted the topics that were discussed on the day which included:</p> <ul style="list-style-type: none"> ▪ Industry Update from Iain MacDonald ▪ Category & Trends Update from Antoine Legendre ▪ 2021/ 2022 Brand Plan ▪ New Pork Logo <p>Alan Clarke advised we are in the process of trade marking our brands, this is to protect our brands in trade deals where PGI's aren't recognised. Alan highlighted that we are trying to trademark Scottish Pork but we are having issues with the design of the logo with the Saltire in it and may have to go back to the thistle which would mean it would look different to the Beef and Lamb logos.</p>	
<p>8.6</p>	<p>Butchers Marketing Advisory Group</p> <p>Jock Gibson gave an update from the Butchers Marketing Advisory Group meeting which took place on the 28th January 2021.</p> <p>Jock highlighted the topics that were discussed on the day which included:</p> <ul style="list-style-type: none"> ▪ Results from recent Butchers Survey ▪ Marketing and Communications Team Update ▪ Permanent Poster on Display ▪ Christmas ▪ Social Media Influencers <p>Jock and the rest of the Board thanked Gordon Newlands and the rest of the QMS team for all the great work that has been done for the Scotch Butchers Club.</p> <p>Jock raised the point that Butchers have little access to data and if it were possible, it would be a great project for QMS to get involved in to work with providers to give butchers the tools to break down sales into different proteins/ value of different cuts. It was agreed for Alan to speak with Bruce McConachie re this project.</p>	<p>AC/ BM</p>
<p>8.7</p>	<p>Remuneration Committee</p> <p>George Milne gave an update from the Remuneration Committee which took place on the 9th February 2021.</p> <p>The update covered the following topics:</p> <ul style="list-style-type: none"> ▪ Staff Coronavirus Survey Results ▪ Executive Team salaries & staff structure 	

8.8	<p>Cattle & Sheep Assurance SSB</p> <p>Charles Milne gave an update from the Cattle & Sheep Assurance Standards Setting Body meeting which took place on the 9th February 2021.</p> <p>Charles highlighted that at the meeting it was discussed that a full review of the standards is due later this year and that two points, Antimicrobial resistance and bull housing had been highlighted to date to be discussed and potentially included in the review.</p> <p>Sarah Mackie mentioned the topic of use of metal detected needles. Kate Rowell agreed to raise this with Kathryn Kerr for discussion at the next committee meeting.</p>	<p>KM/ KK</p> <p>KR/ KK</p>
8.9	<p>Standards Setting Co-ordinating Committee</p> <p>Kate Rowell gave an update from the Standards Setting Co-ordinating Committee which took place on the 12th February 2021.</p> <p>Kate advised that the meeting was to establish the scheme rules and why they are important. She explained that Lloyds Register do have certification regulations however QMS having nothing within the scheme rules that allows us to withdraw a member and with a new scheme rules section in the standards there is now a need for something to back them up.</p> <p>Alan Clarke and Kathryn Kerr proposed a new framework which will be discussed further at the next committee meeting in March for it to then be presented to the Board in April.</p>	<p>AC/ KK</p>
8.10	<p>Pigs Assurance SSB</p> <p>Philip Sleigh gave an update from the Pigs Assurance Standards Setting Body which took on the 16th February.</p> <p>Philip presented the paper with the proposed addendum to QMS Pig Assurance Standards 2020.</p> <p>The Board approved the proposed addendum to the QMS Pig Assurance Standards 2020.</p>	<p>KM/ KK</p>
8.11	<p>Red Meat Industry Resilience Group</p> <p>Kate Rowell gave an update from the last 4 meetings of the Red Meat Industry Resilience Group who met last on the 17th February 2021.</p> <p>Kate advised that a collaborative response to both the DEFRA and Scottish Governments consultations on the transport of live animals was developed on behalf of the Red Meat Resilience Group.</p> <p>Kate raised that the committee has been discussing, increasing the amount of Scotch Assured Red Meat in Public Contracts. Sarah Millar and Graeme Sharp are working on developing a position paper identifying the current position, and future</p>	

	<p>ambitions and collective actions that the group will take. Once this is developed, it will be shared with the board.</p> <p>Kate advised that the next meeting is due to take place in March and will focus on COP-26, planning a suite of actions and events around the event to showcase the credentials of the Scottish Red Meat industry.</p>	
<p>9.0</p>	<p>Approval of QMS Auction Market Assurance Scheme Standards 2021</p> <p>Scott Henderson gave an update from the Auction Market Assurance Standard Setting Body meeting which took place on the 15th February 2021.</p> <p>Scott presented the proposed 2021 standards and advised that the standards had not been reviewed since 2014.</p> <p>Comments were raised regarding the following points in the standards:</p> <ul style="list-style-type: none"> ▪ Interruption to the water supply ▪ Emergency planning standard ▪ 3.6 not clear if time is before sale or after sale <p>Scott advised that the above topics will be looked at in detail, at the interim review.</p> <p>Kathryn presented how the new standards will look which will follow the same format as the previously revamped standards. She also presented the new scheme logos.</p> <p>The Board approved the proposed Auction Market Assurance Scheme Standards 2021.</p> <p>Scott thanked Kathryn and her team for the hard work they have put in at bringing the auction markets back on our side and updating the standards to a professional level.</p>	<p>SH/ KK</p> <p>KM/ KK</p>
<p>10.0</p>	<p>Implementation Plans Highlight report & plans 2020/2021</p> <p>Alan Clarke presented the Executive Team's implementation plan updates and detailed the highlights and challenges since the last Board meeting in November.</p> <p>Lesley Cameron gave an update on the status of this years Royal Highland Show and it was highlighted that a decision on whether the show will go ahead or not will be announced by the end of March.</p> <p>A question was raised on if it were possible to get figures on the consumption of red meat and how it has changed over the years, looking at the past 5, 10, 20 years. Lesley Cameron agreed to look into this data and share it with the Board.</p> <p>Alan and Kathryn Kerr gave an update on the 2 recent pig derogations.</p> <p>Tom Gibson gave an update on Covid-19 testing within the industry. Doug Bell presented an update on the status of the Beef Strategy. Doug agreed to share his presentation with the Board.</p> <p>Sarah Millar gave an update on the activities that she is currently working on within the External Affairs department.</p> <p>Discussions were had regarding Gene Editing. Sarah agreed to share with the Board the draft response to the consultation by 5th March for the Board to respond</p>	<p>LC</p> <p>DB</p> <p>SM</p>

	to Sarah with their thoughts/ suggestions so changes can be made before the consultation closes on the 17 th March 2021.	
11.0	<p>Covid-19 Update</p> <p>Sarah Millar gave an update on the Covid-19 situation and the recent announcements from Scottish Government.</p>	
12.0	<p>Brexit Update</p> <p>Tom Gibson gave an update on the latest issues around Brexit which covered topics such as:</p> <ul style="list-style-type: none"> ▪ Tariffs and Zero Quotas ▪ Export Health Certificates ▪ Delays at Ports 	
13.0	<p>Chief Executive’s Report</p> <p>Alan Clarke highlighted key information from his report which included:</p> <ul style="list-style-type: none"> ▪ Staff ▪ Office ▪ Stakeholder Engagement 	
14.0	<p>Chair’s Report</p> <p>Kate Rowell updated the Board on the meetings and activities that she has been a part of over the few months:</p> <ul style="list-style-type: none"> ▪ Just Transition Commission ▪ Moredun livestock health Gas Workshop ▪ Craft Butchers AGM ▪ Podcast for Irish Farmers Journal ▪ Sustainability Presentation for Brodies LLP ▪ Oxford Farming Conference Bitesize Event ▪ Hill & Crofting Group ▪ NFUS Roadshow ▪ SAOS Conference ▪ NFUS Conference ▪ Food Farming and Countryside Leadership Group ▪ Farming Roundtable <p>It was agreed for Kirsty to set up 1 hour appraisals for each Board member and Kate over the next couple of weeks.</p> <p>It was agreed for Kirsty to send out a doodle poll with possible dates to have a special Board meeting before the end of March to cover the following agenda items:</p> <ul style="list-style-type: none"> ▪ Invite NFUS Presidential Team ▪ Board Recruitment ▪ 	<p>KM</p> <p>KM</p>
15.0	<p>Any Other Business</p> <p>There was no other business raised.</p>	

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	<p>There being no further business, the meeting was closed. The next key Board meeting is Thursday 29th April 2021 however there will be a new meeting in March as discussed under the Chair's report.</p>	
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