MINUTE OF THE MEETING OF THE EXECUTIVE COMMITTEE HELD WITHIN 8/10 NEEDLESS ROAD PERTH, ON WEDNESDAY 25th JUNE 2014

PRESENT: Ian Faulds, President
Douglas Scott, Chief Executive

President Elect: Beaton Lindsay
Honorary President: Arthur Matthew
Past Presidents: Duncan Mackenzie,, Jamie Chapman, John Chapman, Hamish Deans, Wilson Ferguson, Adam McLay
Executive Members: Alan Kennedy, Jack Meade, Stewart Dempsie, Paul Boyle, George Lees
Minutes: Bruce McCall

PRESIDENTS WELCOME: President Ian Faulds welcomed everyone to the meeting. He said that Scottish Meat Training had been the recipients of an award from Meat Management for Training Scheme of The Year. He hoped this was a new start for our training side this year. He asked for congratulations to be extended to everyone in the training department.

APOLOGIES FOR ABSENCE: James Pender, Hugh Pender, Jim Preston.

APPROVAL OF MINUTES OF EXECUTIVE MEETING 14th MAY 2014: The minutes were approved by Jamie Chapman and seconded by Hamish Deans.

MATTERS ARISING:

PAGE 8: adjust name to Dundee and District Association. Douglas spoke to Scott Jarron who is their president and George Jarron, vice president. No one is sure why the association collects a subscription every year. It was the wish that they no longer exist as an association, that being the case the articles of association say the funds go the fleshers of Dundee. He senses that is not what they want to do; there is a large amount of money involved. He would like to set up a trust fund administered by the Federation that could be used as support for apprentices. The money should be used in the area. It has been left with Douglas to set this up legally with Miller Hendry. Douglas felt that this was more like what Arthur Matthew would like to happen. Arthur said if the money was transferred to the Flesher Craft then £20k would be lost.

PRESIDENTS REPORT:

SFMTA VISIT TO THE MIDLANDS: In June a party of 12 members flew to Birmingham and made a two day tour of butchers' shops. The first visit was to see Allan Bennett and it was precise and meticulous shop. Next visit was Robinsons of Tettenhall and then for lunch to Warwickshire cricket ground. We then visited Chase Farm shop which was developed by John Smith. He formerly had 40 butcher shops and was able to meet the party. He was very interesting. Chase Farm has a big butchery department selling whole sirloins as well as sirloin steaks, whole fillets as well as fillet steaks. The following day they visited Frank Parker's business at Nuneaton, it has been Butcher Shop of the Year previously. He refurbishes every 5 or 6 years, 29 staff. The last refurbishment the sons wanted to put in a hot food department which he resisted and it is now taking over £1,000 per day. No storage space and the beef is in the shop for no more than two weeks. All the beef goes through a tenderizer. It goes against everything Ian had been taught. He said it was a staggering business. Next was Aubrey Allen whom had 20 shops in the 60s and 70s and they are down to one shop now. They decided grow as catering butchers and at the top end, all in the Midlands. They are now moving into the London market as what they do is very exclusive. The party visited the shop Aubrey Allen shop in Leamington Spa and also had lunch in their Bistro.

Douglas said the tenderizing of the meat may not a great idea because of the E-coli. If the meat after tenderized is cooked and not cooked through there may be a problem and it would need to be watched. Aubrey Allen's catering supplies revolves around an amazing credit control system that everyone signs up to.

CHIEF EXECUTIVE REPORT: Douglas Scott reported.

On 19th May I attended the Animal Health & Welfare Stakeholder meeting in Edinburgh. As usual it was a well attended meeting with representatives from all avenues. Topics discussed included TB and bluetongue but there were no major concerns there for butchers. Andrew Voas reported on transport. The main issue here was over journey time in markets. Suggestion is that markets are approved domestic assembly centres. IAAS were unaware of the paper produced. This would only take Scotland to the same level of compliance as in Europe which sounded woollier and solved with a simplistic arrangement.

Road Hauliers are willing to pay for upgrading cleaning and disinfecting facilities at abattoirs in Scotland. Time it takes at abattoirs, size and number of vehicles are the issues. Facilities exist that means legislation is being achieved but often these facilities are not fit for the purpose of the hauliers.

In mid May I travelled to Hamilton and Dufftown to organise the photocall with sponsors at Hendersons of Hamilton and Gordon McIntosh on Speyside. Both events gained valuable local and regional press coverage.

In the last week in May I attended the Q Guild Business Conference in Leeds and returned to England the following week to lead a party of 11 SFMTA members around butchery businesses in the West Midlands.

In June I was at the Meat Management Awards in London to receive the prize on behalf of Scottish Meat Training as the best Training Scheme in the UK in 2014.

The highlight since the last meeting has to be the Haggis makers 'Battle of Bannockburn' but that will be reported under Promotions.

I attended a Taste of Grampian on Saturday 7th June at the request of Davidsons Specialist Butchers in Inverurie. There I assisted John Davidson with the butchery demonstration. Further demonstrations followed at the Royal Highland Show where the butchery sector was represented on the Thursday by Jamie Syme from Alex Mitchell Butchers in Glenrothes, by Gary Raeburn of Forbes Raeburn in Huntly on the Friday and John Davidson on the Saturday.

Next your Chief Executive was sent to Coventry! From the Royal Highland Showground it was on to the 17:10 flight from Edinburgh Airport to Birmingham. That got him there in time for the National Federation's eve of AGM informal dinner where he represented this Federation.

NFMFT AGM: yellow sheet circulated. There were around 60 people there including corporate members wives. Physical members were between 20 and 25. John Mettrick was re-elected for a second year in office. He promised to come up and see us at our AGM in November. There executive is made of 12 people 2 from each region. They had retiring past presidents. They are now back in the black after running at a deficit. The surplus for the year was £22,500. They continue to be part of the International Butchers Federation.

The afternoon was a discussion and members said who they were and how they tackle the BBQ market. The afternoon finished off with the results of the product competitions and all the winners came from Wales.

Ian Faulds was grateful for Douglas attending the AGM as he could not.

Ian Faulds said John Gallagher has pink burger papers that keep burgers in better condition. Douglas said McAusland Crawford do them as well.

MEMBERSHIP AND DEVELOPMENT REPORT: Beaton Lindsay reported.

318 members have joined this year so far with 95 additional branches.

1 new member since our last meeting:- Macleod & Macleod, Stornoway

CORPORATE MEMBERS – 26 corporate members have renewed so far.

MISREPRESENTATIONS
The Butchery & Bakery, near Dundee was visited and was not displaying Federation logos. A joining pack has been sent to them.

Both Wm Allan & Son Stewarton and George McCulloch, Darvel had not removed Federation signage as requested so SFMTA contacted the local authority about this. Trading Standards have visited with both agreeing to remove the materials.

REGIONAL MEETINGS: Stornoway meeting will be held on Monday 7th July.

GOLF: The golf outing was held on a very wet day at Alloa Golf Club on Wednesday 4th June. 14 players took part. Jim Preston & Hugh Pender took first place. The longest drive was won by Martin Fraser.

FINANCE REPORT: Douglas Scott reported**.**

MEMBER SERVICES: We are predicting our subscriptions will be above budget at over £90K. £28K will be achieved from servicing the Q Guild. Total income of £162k against a budget of £154k. On the direct expenses side it is under budgeted on the regional meeting side with cost of £6 against budget of £4k this is because last year was the trade fair and we do not hold a meeting just after it takes place. The advertising and promotions budget is £2.5k over the prediction. Providing admin for the Q Guild is contributing £20k to the bottom line.

SCOTTISH MEAT TRAINING: Income from Skills Development Scotland is the most important item and it is currently ahead of budget. In March we had in £40k. We did have a dip in April this is when there system closes down for the new contract information to go in. We are forecasting £39k in May and another £60k from June, July and August. Hopefully that will bring £285k. The other income from ESF and hygiene courses, awarding body income and legacy fund administration charging. We will have a total income of £347k cost against that of £336k recouping some of the cost we lost last year. Travelling expenses are slightly ahead by 10%. The other costs are almost on target, with that we hope the balance sheet will show good news in August.

Ian Faulds said it was encouraging news. Duncan Mackenzie said it was an encouraging set of figures.

LIVESTOCK REPORT: report was issued for noting Paper 2.

Ian Faulds said we have not had a report for some time and he was concerned about what we do about it. We need a Livestock Convenor, we will put it on the agenda to discuss in depth at the next meeting. Alan Kennedy said the format he was using seemed to get a lot of positive feedback but it takes a lot of time. He did get flack from certain quarters for putting down on paper what things were costing and he never tried to hide that. He got some compliments but got grief as well and questioned why he was giving up his time to do it.

Ian Faulds said we can decide what format we want the report going forward. Alan Kennedy said QMS do a printout in a similar fashion with trends. Duncan Mackenzie said their report represents everyone but is not a reflection on our specific sector. Jamie Chapman said it takes the average

prices at a market which is different from what the butchers are paying. Alan Kennedy said the QMS reports always portray a rosy picture.

Ian Faulds said that his local market was struggling and will wither and die if there is no encouragement to get good cattle there.

Alan Kennedy said that Forfar is going through something of a renaissance and hopefully it will continue. We were down to 20 odd cattle but now with a new manager there it is up to 40 to 45. The farmers are not happy taken a drop in price at present.

Hamish Deans felt that auctioneers need to canvas hard to get the numbers in.

Douglas said there is a fair amount of comment from butchers in the north about the lack of service from Scotbeef. Rhinds of Elgin have taken on 20% for Sainsburys so there priorities have changed too. It appears that more and more John M Munro is supplying to the north east. There is concern at the lack of abattoirs to service the Aberdeenshire area.

There seems to interest in killing venison in a new abattoir. Douglas has had a word with Scott Jarron and spoken to SAOS whom had previously put together a proposal for the aborted Dalbeattie abattoir. A proposal will be pitched for Forfar and there is possibility of funding. The other issue is the possibility of funds available from St Andrews abattoir. The final accounts have been lodged with Companies' House.

Hamish Deans said the planners have given another 13 weeks for objections to come in then the contractor has another 13 weeks to comply with the demolition and the cutting off of the services. There will be no true story to come out till October at least. The planners at St Andrews are stringent in what they do. It is going to happen. John Chapman asked how much shareholder money would be available to Forfar abattoir project. Hamish Deans said there would be some but it would have to be sought after. Tax would come into it but it would be difficult to give advise on that side of things. John Chapman felt they would be fortunate to get 25%. Hamish Deans doubted it would be that much. There is a number of shareholders but they are in their 60's 70's and 80's not in the trade and probably would not re-invest. He felt anyone building a new abattoir would need a lot of assistance to make it a success as he believed there was not enough trade there and the larger abattoirs are looking for throughput as well.

TRAINING & DEVELOPMENT REPORT: Douglas Scott reported.

NUMBERS: Scottish Meat Training currently has a total of 243 trainees funded through Skills Development Scotland and two through Falkirk ETU.

Twenty five trainees have achieved their Modern Apprenticeship since 1 April 2014. We have another forty candidates nearing completion and will be concentrating on recruiting in the new few months to replace the candidates who have finished their qualification.

SKILLS DEVELOPMENT SCOTLAND CONTRACT: We have been awarded 102 places for 2014/2015 with assurances that we will be allocated more places when we require them. Skills Development Scotland have set targets for each quarter of the contract year. We have surpassed our induction target of 5 and have to date inducted 22 new trainees onto the programme. We are on target to meet the financial claim for the first quarter.

ADOPT AN APPRENTICE: Skills Development Scotland has an incentive available for new employers of trainees who are made redundant. If a new employer agree a contract with the trainee to employ them for at least a year and also to allow them to complete their Modern Apprenticeship then they will be eligible for a £2,000 incentive. We have had ten apprentices re-employed through this scheme.

WAGE INCENTIVES: Most local authorities are offering wage incentives for the recruitment of young people. Employers need to contact either their own local authority or jobcentre to find out what is available. SMT now has a contact list for the local authorities to fast-track queries. This incentive has proven very popular and over sixty businesses have taken on employees through this incentive.

ASSESSORS: The two new assessors – Gordon Wallace and Stewart McClymont - are both up and running and have their own allocation of candidates. Feedback from candidates and employers has been very positive.

SCOTTISH SKILLS DEVELOPMENT: Douglas and Claire met with Skills Development Scotland to discuss the possibility of delivering the Get Ready for Work Certificate. We can apply for a grant to help develop support material and to help train staff in how to deliver the programme in readiness for bidding for a contract to begin on 1 April 2015. This will be run in conjunction with our existing Modern Apprenticeship programme. It is hoped that once the candidates have been through the Get Ready for Work Certificate and in employment we can then continue with their MA training.

SCOTTISH FOOD AND DRINK SKILLS ACADEMY: Claire and Douglas met again with Kay Gilmour from the Academy for an update on our previous meeting.
We have organised our own Media course.

ONE DAY COURSE ON HOW TO USE SOCIAL MEDIA:
Garfield House Hotel, Stepps Tuesday 26th August 2014 from 9:00 till 16:30

The content will be completely focused on how butchers can meet their business objectives with social media. It will revolve mainly around Twitter and Facebook, as these would be the two platforms that would have the biggest impact. Cost is £120 + Vat which includes lunch.

SMT is organising an intermediate hygiene course – probably Dunfermline area - for August/September time. Details will be circulated to members when details are finalised.
We have asked Kay to inform us of any possible Telephone Skills/Customer Service courses that our members could attend. Kay is contacting expert from England to meet with Douglas to discuss the delivery of Food Manufacturing Excellence (Lean Manufacturing).
Any press releases issued by either organisation should be sent for inclusion in respective newsletters and SFDSA will include them on their website (currently under review)

MEAT MANAGEMENT MAGAZINE INDUSTRY AWARD: Scottish Meat Training has won the Training Scheme of the Year award run by Meat Management Magazine. The awards ceremony was on 4th June 2014 at the Grand Connaught Rooms, London attended by Douglas. We are obviously delighted with the award and with all the hard work that the team has put in over the years.

SCOTTISH TRAINING FEDERATION SUPPORT TRAINING ACTION GROUP – APPRENTICE OF THE YEAR AWARD: Andrew Peter from Davidsons Specialist Butchers was a finalist for the above award. Unfortunately on this occasion Andrew didn't win. Andrew attended the recent awards ceremony on 20th May at a reception within the Garden Lobby of the Scottish Parliament. Andrew was one of three finalists selected from nearly 80 entries. Congratulations to Andrew on his achievement on being a finalist in this hard run competition. It is gratifying that the hard work of SMT is being recognised.

Duncan Mackenzie asked if anything was happening in Northern Ireland. Douglas said that he attended a trade fair there in April but the Department of Learning (DEL) was not present. The butchers present said that DEL were impossible to work with and there is still a 30 hours off the job requirement for numeracy and literacy. The Scottish Bakers are still operating there but not finding it easy and have now expanded into England. Duncan asked if we got our money back. Douglas said we were short by £14k in the end.

PROMOTIONS REPORT: Douglas Scott reported.

Nine previous Scottish Champion Haggis makers stretching back to 1976 locked horns in a Champion of Champions competition held at the new National Trust for Scotland Heritage Centre at Bannockburn. This event celebrated the 'Year of the Haggis' and was an important pr opportunity for all the participants. As well as an extensive photo shoot the finalists were also given a Bannockburn experience in the £3m exhibition. While this was taking place the judges - President Ian Faulds, Murdo Morrison from the Robert Burns World Federation and Louise Harley from sponsors Grampian Oat Products - decided which was the best champion. The winner was announced as Scotts of Huntly. All entrants received a press release and photographs.

A product evaluation will be held in August as part of the Year of the Haggis celebration. The products can be anything that includes a noticeable quantity of haggis. The evaluation will be held at the a City of a Glasgow College on Friday 22nd August at the same time as our final competition of the year for sliced sausage and sliced sausage plus.

Two posters continuing the Year of the Haggis promotion will be sent out next week, one celebrating the Commonwealth Games and the other the Ryder Cup. Remainders of previous years barbecue posters will also be enclosed.

Duncan got in contact with a company called thistle products and purchased haggis key rings haggis banks etc. Depending on what you spent you got one as part of your purchase. It is proving to be a success and he is on his third order of such products.

Alan Kennedy asked about the sale of the aprons. Bruce McCall said we have given the aprons to our judges as gifts for various competitions. There are a few left.

LEGISLATION REPORT: Bruce McCall reported.

FOOD INFORMATION TO CONSUMERS: the SALSA workshop on the new regulations was held in Inverness. The regulations come into force on 13th December. It is going to have a big impact on everyone, there is an obligation to pass on information to your suppliers so they can give to the consumer. Prepacked goods must meet the new requirements. Some of the main changes are the allergen information must be highlighted in your ingredients list and not as a separate box. The guidance notes were issued with the executive agenda. If you are freezing products a date of freezing must be put on the products. If you are adding water to products and it is more than 5% this must be included on the label. The example given was cooked ham with added water. This could have an affect with butchers. There will be mandatory back of pack Nutritional labelling if you have not done this already then you will have more time to implement it. If you have already got this on your pack then you will have to revise it to the new format by 13/12/14. Douglas has organised a course for butchers on Wednesday 13th August in Perth. We could get some examples worked up of common butcher products for members to look at.

John Chapman said the added water declaration could benefit butchers with the supermarkets marking their products containing water which can be as much as 25%. It is an opportunity for butchers to make there own bacon and us giving classes on bacon curing for them. Duncan Mackenzie said a lot of the customer decision is price decision and not the quality aspect. John Chapman said then you are buying a product with the white stuff on it when it is cooked. Ian Faulds said he has customers come in asking for bacon which does not have white stuff left in the pan.

MINCE MEAT REGULATIONS: Douglas has chased FSA for guidance and they have spoken to Defra about it. SFMTA has pointed out that the requirement to take a daily average on the fat in mince and is ridiculous. Douglas has suggested FSA tell us how to make the mince they want with the %fat and % gristle. Butchers in the past have proved they make good lean mince and this legislation is not required.

Douglas Scott has spoken to Mike Gibson former chair of SFAC and one of our members about the 1% carry over and both agreed in a butcher shop it is impossible to work to a 1% tolerance. Mike Gibson suggested that butchers should just be made exempt otherwise the legislation would never be applied.

ANY OTHER COMPETENT BUSINESS:

CARRIER BAGS CHARGE: Douglas talked about the size of carrier bags and the various exemptions. He said it is a charge not a tax. In Wales no one has ever gone round to check you have complied. You can use the money collected for good causes or just keep it. There are various options for members to try. Douglas said that he thought most would charge irrespective for the bag as it costs a lot of money to give the bag away for free. He was interested in the views of members on what they want to do. Beaton Lindsay would go for the exempt bag where possible. Jamie Chapman would prefer to have the bigger bags. Douglas said the guidance is very good and is online for everyone to look at it.

DUNDEE AND DISTRICT ASSOCIATION: Arthur Matthew said the Dundee Association chain is kept in a velvet bag and he got a box made to keep it in. The chain is valued at £80k and the insurance is £1600 per year. The chain is kept at the bank and comes out once a year

Alan Kennedy said that George Jarron had suggested we have a breakfast Executive meeting but no one present thought that would be a good idea and foresaw massive travel problems associated with the idea..

DATE OF NEXT MEETING: Wednesday 10th September 2014.