

British Frozen Food Federation

You can be sure it's fresh - if it's frozen



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**EXECUTIVE COUNCIL
Wednesday, 15th September 2010 at 1.05pm**

Present

Chair: Nick Shaw, Westbridge Foods Ltd.
Peter Allan, Cargill Meats Europe
Paul Clarke, Kent Frozen Foods Ltd.
Ali Hannaford, Paramount 21 Ltd.
Bill Wadsworth, Greggs Plc
Adrian Whitehead, Brakes

Nigel Broadhurst, Iceland Foods Ltd.
Vince Craig C/o McEvoy Foods Int'l Ltd.
Simon Spence, Heaven Made Foods of Holt Ltd.
Stephen Waugh, Ardo UK Ltd.

In Attendance: Brian Young, BFFF Hazel Cranidge, BFFF

Apologies: Paul Freeston, apetito Ltd. Ian Crawford, 3663
Howard McEvoy, McEvoy Foods Int'l Ltd. Alastair Salvesen, Dawnfresh Seafoods Ltd.
Peter Ashford, Honorary Life Member Peter Day, Honorary Life Member

AGREED ITEMS AND ANY ACTION

	ITEM	ACTION BY:
2.	TO ADOPT THE MINUTES OF THE PREVIOUS MEETING It was resolved to adopt the minutes of the Executive Council on 19 th May 2010 and there were no matters arising not covered by the agenda.	
4.	VERBAL REPORTS FROM COMMITTEES	
4.1	PIB Committee Simon reported that the Committee were following up on the two main areas of action identified from the survey of PIB members being sustainability and sales promotion training. They had also discussed the Collaboration/Co-Operation On Raw Materials issue that had been identified from the survey and had decided that this was not an area BFFF should become involved in due to commercial sensitivities.	
4.2	WD Committee	
a	Olympic Delivery Authority (ODA) Adrian advised that the Committee welcomed the contacts made by Brian with the ODA and asked that BFFF continue to progress any opportunities for dialogue. They also looked forward with much interest to the ODA presentation later in the afternoon.	
b	Bar Coding A project group will meet on 24 th September to look at Bar Coding and see if anything can be done to tackle the areas identified previously.	
c	NHS/STS An update on the meetings undertaken with the NHS/STS concerning audits had been provided and the committee had confirmed their wish for dialogue to continue.	
d	Dietary Information on Menus A note of warning had been raised that there will be a requirement in the future for dietary/nutritional information to be provided on menus.	

Contd.

2.

AGREED ITEMS AND ANY ACTION

	ITEM	ACTION BY:
<p>4</p> <p>4.3 a</p> <p>4.3 b</p> <p>4.4</p>	<p>VERBAL REPORTS FROM COMMITTEES</p> <p>T&L Committee Vince advised that the T&L Committee were due to meet on 16 September. He added that they were concerned about and would be discussing the reallocation of FSA responsibilities and the increased involvement of the DoH.</p> <p>H&S Working Group The next working group meeting will take place on 29th September. BFFF will be running a Slips & Trips seminar in conjunction with HSE on 3rd November 2010.</p> <p>Audit Committee Ali advised that the Quarterly accounts to 30th June 2010 had been previously circulated. There were no queries arising and it was unanimously agreed to adopt the accounts.</p>	
<p>5.</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p>	<p>UPDATE ON NEW PROJECTS</p> <p>BFFF New Membership Category for Ingredient Suppliers Brian advised that the Seminar for Ingredient & Packaging Suppliers on 1 December 2010 had just been launched and so far, we have 8 delegates.</p> <p>BFFF Lobbying Plan Brian advised that he and Ian had now met with the BRC and raised the issues highlighted in the Lobbying Plan. It had been a very positive meeting and it was hoped to meet twice yearly from now on.</p> <p>BFFF Relunched Energy Scheme Brian advised that the energy scheme had now been relaunched and Blue Castle who are BFFF members are now our partners. They are located in the same building as ourselves so we hope to have a much closer and more productive relationship. 12 initial appointments have already been booked which is excellent news.</p> <p>BFFF Insurance Scheme The Insurance scheme is partnered with Locktons Companies International who are also members of BFFF and will be launched on 1st October. One of the key benefits is a free risk management assessment service for members.</p> <p>Business Conference Brian advised that work is continuing to secure the keynote speakers and it is hoped to launch the event in the next month or so. There will be a number of booking packages available to members. Brian confirmed that the contract with Dewberry Redpoint is for one year so that we can decide how to proceed after the conference.</p>	

