

Minutes of the fortieth meeting of the Advisory Board of the Food Safety Promotion Board held on Friday, 2<sup>nd</sup> September 2005, at 11.00 am at **safefood**'s Boardroom, 7 Eastgate Avenue, Little Island, Co. Cork

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**PRESENT:**

Cllr Bertie Kerr (Chairman)  
Mr Odran Flynn  
Mr Leslie Craig  
Prof Patrick Fottrell  
Mr Pat McColgan  
Ms Catherine Murphy  
Mr Damien O'Dwyer  
Ms Anne Speed

**IN ATTENDANCE:**

Mr Martin Higgins, Chief Executive  
Mr Peter Dewhurst, Finance Manager  
Mr Ray Dolan, Director, Planning & Resources  
Dr Clíodhna Foley-Nolan, Chief Specialist Public Health  
Dr Thomas Quigley, Director, Science and Technical  
Dr Margaret Patterson, FSPB  
Ms Jane Lennox, acted as Secretary

Presentation:

Dr Geraldine Quinn  
Scientific Support Manager, **safefood**

**APOLOGIES:**

Prof Charles Daly (Vice-Chairman)  
Prof Don Anderson  
Ms Carmel Foley  
Prof Sean Strain  
Ms Fiona Gilligan, Consumer Services Manager

## 1 INTRODUCTION AND APOLOGIES

Noted: The Chairman welcomed everybody and noted all apologies.

Noted: The Chairman congratulated Mr O'Dwyer and his wife Eleanor on the birth of their baby daughter. The Chairman also shared with the Board correspondence he had received from Mr Tim O'Connor, former Joint Secretary, NSMC and Dr Maureen Edmondson, FSANI.

## 2 MINUTES OF MEETING HELD ON 23<sup>RD</sup> JUNE 2005

Noted: It is recorded for the minutes that the last meeting held on 23<sup>rd</sup> June 2005 was a new date scheduled for the meeting and for this reason a large number of apologies were noted.

**Agreed:** The minutes were adopted without amendment.

## 3 MATTERS ARISING FROM THE MINUTES

**Agreed:** There were no matters arising from the minutes.

## 4 CHIEF EXECUTIVE'S REPORT

The Chief Executive circulated and discussed the key results from our most recent market research safetrak 5. A more detailed analysis will be presented at the next Board meeting.

The CEO highlighted some of the key activities from the Chief Executive's report.

### **Meeting with Minister Sean Power TD**

Noted: The Chief Executive accompanied by Cllr. Bertie Kerr, Mr. Odran Flynn and Ms. Catherine Murphy met with Mr. Sean Power TD, Minister of State at the Department of Health and Children to brief the Minister on current activities and plans.

Noted: Professor Fottrell felt it worthwhile to pursue a meeting with the Tanaiste and Minister for Health and Children. Mr Flynn agreed to raise a meeting with her again.

### **Meeting of Chairs of Food Safety Bodies**

Noted: As part of the drive to work in a complimentary manner a meeting has been arranged for November next for the chairs and chief officers of **safefood**, FSAI and FSANI to discuss opportunities for co-operation and collaboration.

## **NSMC Secretariat**

Noted: Tim O'Connor, former Joint Secretary, has been reassigned by the Department of Foreign Affairs as Consul General in New York. Mr Joe Hayes has been named as his replacement (former Irish Ambassador in Prague) and Mr Hayes along with Dr Peter Smyth will visit **safefood** and the Advisory Board on Friday, October 14<sup>th</sup>.

## **Human Resources**

Noted: The post of Director of Marketing and Communications was advertised and a total of 17 applicants applied for the position and seven applicants have been shortlisted for interview. The Chairman and Ms Murphy will sit on the interview panel.

## **Audit**

Noted: It is anticipated that the 2004 Financial Statements will be signed off by both Comptrollers and Auditors-General (North and South) very shortly. There are no audit points of contention.

Noted: Mr Higgins thanked Mr Dewhurst for all his hard work in this area.

## **Staff Issues**

Noted: The North-South Pension Scheme came formally into operation in April 2005.

## **All- island Infectious Intestinal Disease Conference**

Noted: An All-island Infectious Intestinal Disease Conference is planned under **safefood**'s auspices for January 2006. The overall conference aim is to develop an all island network of professionals involved in the prevention and control of foodborne disease.

## **Salt Workshop - All-island Food and Nutrition Forum**

Noted: In collaboration with members of the all-island Food and Nutrition Forum, **safefood** is holding a seminar on salt reduction titled 'Salt – An all-island Health Challenge' in Dublin on the 18<sup>th</sup> October 2005.

## **Targeting Social Needs**

Noted: **safefood** research has arranged an inhouse discussion forum with the theme "Targeting Social Need" to be held at safefood headquarters in Cork on 21st September. The workshop will bring together researchers from 4 **safefood** funded research projects to exchange information and discuss the learnings from the projects.

### **Update on the development of the all-island directory of nutrition activities**

Noted: In association with the Irish Nutrition and Dietetic Institute, we have completed the development of the first phase of the all-island nutrition database which aimed to capture the activities in the dietetic field similar to the directory we developed for Laboratories.

### **Restaurant and Domestic Kitchen Hygiene Conference**

Noted: Key stakeholders attended a **safefood** conference in August entitled "The domestic and catering kitchen on the island of Ireland: room for improvement". Dr Quigley launched the **safefood** report 'Food Safety Knowledge, Microbiology and Refrigeration Temperatures in Restaurant Kitchens in the island of Ireland'. Good media coverage was received for this event.

### **Synergy Programme**

Noted: An in-house technical group is presently completing the design of three short analytical surveys for a number of microbiological and chemical parameters in selected foodstuffs. The testing will be carried out by public food safety laboratories for **safefood**.

### **Development of Reporting System for Rapid Access to Laboratory Results**

Noted: The development of electronic food data reporting systems (LIMS) in both Northern Ireland and the Republic of Ireland is well underway and making good progress.

### **Scientific Advisory Committee**

Noted: The new Scientific Advisory Committee to **safefood**, under the Chair of Professor Charles Daly has been appointed. The first meeting of the new Committee will take place on Wednesday 12<sup>th</sup> October. Proposed topics for discussion at the meeting include targeting resources in the control of Campylobacter; nutrition communications activities; and the Consumer Focussed Review.

Noted: Mr Morris McAllister (FSANI) and Dr John O'Brien (FSAI) have been asked to present to the new committee.

## **safefood media campaign development**

Noted: The next phase of the nutrition awareness campaigns is being developed and will focus on reducing dietary fat intake. Our advertising agency is currently considering different treatments for our advertisements.

Noted: The Chief Executive also gave brief updates on Research, Education, PR, Publications and Events. There were 325 calls received by the Helpline since the last Board meeting.

## **5 RESTRUCTURING REVIEW**

Noted: **safefood** commissioned Ernst & Young to conduct an internal review of the organisation's structure, and to recommend an optimal structure for the achievement of our corporate strategic objectives. The review is now complete and the Chief Executive presented the Board with a summary paper outlining the proposed restructure.

Noted: The Chief Executive invited comments from the Advisory Board on the proposed structure. Board members expressed various comments and offered advice but agreed as a whole to support the Chief Executive in the full implementation plan with a recommendation to review the new structure in one year's time.

Noted: It was noted that a member of the senior management team was unhappy with the proposed restructure and the Board would encourage the Chief Executive to work with the individual to resolve the matter.

## **6 PRESENTATION: CONSUMER FOCUSED REVIEW - CHICKEN**

Noted: Dr Geraldine Quinn, Scientific Support Manager, **safefood** gave a presentation on the Consumer Focused Review - Chicken.

Noted: The Board complimented Dr Quinn on her presentation and look forward to the second review which will cover Fish.

## **6 DATE OF NEXT MEETING**

The next board meeting will be held on Friday, 14<sup>th</sup> October 2005 in Dublin.

**7 ANY OTHER BUSINESS**

Noted:        There being no further business the meeting closed.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_