

Minutes of the forty eight meeting of the Advisory Board of the Food Safety Promotion Board held on Friday 1st September 2006 at 11.00 am
safefood's Boardroom, 7 Eastgate Avenue, Eastgate, Little Island, Cork

PRESENT:

Cllr Bertie Kerr (Chairman)
Prof Charlie Daly (CD)
Prof Don Anderson (DA)
Mr Odran Flynn (OF)
Mr Leslie Craig (LC)
Ms Catherine Murphy (CM)
Prof Patrick Fottrell (PF)
Mr Damien O'Dwyer (DOD)
Mr Patrick McColgan (PMC)
Prof Sean Strain (SS)

IN ATTENDANCE:

Mr Martin Higgins, Chief Executive
Dr Cliodhna Foley-Nolan, Director Human Health & Nutrition (CFN)
Dr Thomas Quigley, Director, Food Science (TQ)
Ms Suzanne Doran, Director of Marketing (SD)
Mr Peter Dewhurst, Finance Manager (PD)
Dr Margaret Patterson, FSPB (MP)
Mr David McCleery, Chief Specialist, Microbiology (DMC)
Ms Eileen O'Connor, acted as Secretary

APOLOGIES:

Ms Anne Speed
Mr Ray Dolan

1. INTRODUCTION AND APOLOGIES

Noted: The Chairman welcomed everyone and noted all apologies. He congratulated the Director of Marketing and welcomed her back from maternity leave. He also introduced the Chief Specialist, Microbiology, Dr David McCleery who was presenting at the meeting.

Noted: The Chairman informed members that Mr Tom Hanney has now replaced Mr Joe Hayes as the Joint Secretary – South on the North South Ministerial Council.

2. MINUTES OF MEETING HELD ON 16TH JUNE 2006

Agreed: The minutes were adopted with no amendments.

3. MATTERS ARISING FROM THE MINUTES

Noted: Page 3 – The Director of Marketing will now progress with the new communications strategy and keep the Advisory Board updated.

4. CHIEF EXECUTIVE’S REPORT

The CEO highlighted some of the key activities from the Chief Executive’s Report.

Noted: Staffing - Dr Helena Murray will present on Food Poverty at the next Advisory Board meeting.

Noted: Internal Audit – the report on research funding management should be available next month. A new audit committee needs to be put in place.

Action: As there is an initiative to supply fridges to schools in RoI there may be a collaborative opportunity for **safefood**. This will be explored.

Action: The Chairman asked for a volunteer to sit on the committee for the Consumer Focussed Review (CFR) on beef. DOD volunteered.

Action: CFN is working on developing an agenda for the Food and Nutrition Forum. The Chief Executive also informed that **safefood**, FSAI and FSANI intend to hold a joint conference on nutrition next spring.

Noted: The Enteric Reference Laboratory meeting will be held in the Dublin office on 18 September. The expert from Denmark will not be able to attend but it is hoped to source someone from the European Centre for Disease Control to attend.

Noted: On tonight's "Late Late Show" there will be a slot involving a celebratory chef and Irish food. **safefood** has briefed contributors to the programme.

5. 2007 BUSINESS PLANNING PROCESS (PRESENTATION)

Noted: The Finance Manager gave a presentation on the 2007 Business Planning Process.

6. DEVELOPMENT OF SUMMER HYGIENE CAMPAIGN (PRESENTATION)

Noted: The Chief Specialist, Microbiology gave a presentation on the Development of the Summer Hygiene Campaign.

7. CEO CONTRACT

Noted: As the Chief Executive's contract expires on 15th November next, the Chief Executive temporarily left the meeting and the Advisory Board had a private discussion on the Chief Executive's contract.

Action: The Chairman will write to the sponsoring departments on behalf of the Advisory Board strongly supporting the Chief Executive's reappointment

Action: Members felt that the contracts of the Chief Executive Officer's of public bodies should be permanent. This matter to be put on the agenda for the next meeting.

8. ANY OTHER BUSINESS

There being no further business the meeting ended.

9. DATE OF NEXT MEETING

The next board meeting will be held on Friday 13 October 2006 in Dublin.

Signed: _____
Chairman

Dated: _____