**Scottish Food Enforcement Liaison Committee draft minute**Thursday 08 October 2015. Timings: 10:00 for 10:30  
Venue: [Pilgrim House, Old Ford Road, Aberdeen, AB11 5RL.](http://www.foodstandards.gov.scot/food-safety-standards/regulation-and-enforcement-food-and-feed-law/scottish-food-enforcement-liaison)  Tel 01224 285 105.

**Members present**

Craig Brown (Chair) Scottish Food Enforcement Liaison Committee, Chair

Catherine Ferro (Secretariat) Food Standards Scotland, Secretariat

Cat Hay (CHay) Scottish Food and Drink Federation

Brian Serivce (BService) Scottish Government

John Armour (JArmour) National Farmers Union of Scotland

Byran Campbell (BCampbell) Food Standards Scotland

Jo Lennie (JLennie) Police Scotland

Stephen Roarty (SRoarty) Home Office

Steve Hardie (SHardie) Food Standards Scotland

George Fairgrieve (GFairgrieve) Royal Environmental Health Institute of Scotland

Paul Bradley (PBradley) SFELC Vice-Chair &

Food Standards Subcommittee Chair

Andrea Carson (ACarson) North of Scotland Food Liaison Group

Lindsay Matthew (LMatthew) Convention of Scottish Local Authorities

William Hamilton (WHamilton) Food Safety Sub Committee Chair

Lorna Murray (LMurray) Food Standards Scotland

Joe Harkin (JHarkin) West of Scotland Food Liaison Group

John Sleith (JSleith) Society of Chief Officers of Environmental Health in Scotland

Douglas Scott (DScott) Scottish Federation of Meat Traders Association

Ian McWatt (IMcWatt) Food Standards Scotland

Ron McNaughton (RMcNaughton) Food Standards Scotland

**Attendees by Teleconference**

Craig Smith (CSmith) Lothian and Borders Food Liaison Group

1. **Chaiman’s welcome and apologies for absence**

The Chair opened the meeting by welcoming the Committee to this October 2015 Scottish Food Enforcement Liaison Committee (SFELC) meeting in Aberdeen.

He advised that Ian Robertson, former SFELC chair was unwell and would send a card on behalf of the committee.

He introduced Ron McNaughton, Stephen Roarty and Joanne Lennie (all presenting under the food fraud theme, agenda item 4). He introduced Brian Service attending for Scottish Government, Cat Hay attending and taking over from Mary Lawton as SFDF representative, and Andy Morrison as a guest.

Finally explained Craig Smith is present by teleconference as rep for LBFLG.

He then covered the housekeeping arrangements and data protection aspects of tape recording the meeting for minute purposes.

Apologies were recorded for; Chris McGuigan CPHM; Craig Easson ESFLG; Jane Couper APAS; Joe O’Connor Scottish Bakers; Lynda Browning and Mary Locking Health Protection Scotland and Roisin Dillon Feed sub committee.

1. **Minutes and matters arising**

The Chair advised that the draft minutes of the last meeting held in Dundee on 4 June 2015 had been circulated, and proposed that the Committee go through the minutes page by page, first for accuracy (A) and then matters arising (MA).

The June 2015 minute did not require amendments for accuracy. Matters arising are as follows;

* Page 3, item 4 – IFST have been invited, we are awating to hear if they have accepted the invitation.
* Page 4, action 6 – The Committee response on the Primary Authority consultation has been sent and acknowledged by SG.
* Page 4, item 6 – SFELC agreed to initiate a Healthy Living Working Group to report to the Food standards Subcommitee. They will look at best practice. There will be an update at December meeting.
* Page 6, item 10 – Chair update on the progress of FSS / SCOTTS discussion on the effective delivery of feed statutory functions. Potentially another update in December.

1. **Actions outstanding**

The Secretariat advised there are no outstanding actions.

1. **Presentations**

Chair then introduced Ron McNaughton, Stephen Roarty and Joanne Lennie to give their respective presentations under the Food Fraud theme.

RMcNaughton began by stating what the FSS Scottish Food Crime and Incidents Unit (SFCIU) will do, how he sees involvement with LAs, and recommended setting up a working group to support the SFCIU. He strongly advocated buy in from all parties and linked working.

* WHamilton then commented upping the stakes will challenge LAs, will involve a change in practice and culture. They will have to tread a careful line between maintaining their relationships with FBOs and reporting to the police. RMcNaughton agreed with these comments and acknowledged that the onus will be on FSS SFCIU to build up the intelligence..
* ACarson asked about training for LAs to be able to fulfil these new roles. To which RMcNaughton agreed such training is a priority for SFCIU. IMcWatt followed up stating FSS are currently recruiting SFCIU posts and a key role would be to consider these training requirements.
* BService noted there have been cases where farmers switch livestock ear tag numbers and asked whether that is within the scope of work. IMcWatt stated this is absolutely within scope of such a WG. The key would be to share appropriate information with appropriate partners.

**10 ACTION SECRETARIAT to invite RMcNaughton to attend December RWG meeting.**

**11 ACTION RWG to discuss in December meeting how to set up a SFCIU working group. Consider Food standards and Food safety subcommittee chairs to co-chair the group.**

SRoarty began his presentation with a background to the resources, objectives, operational activity of the Home Office (individuals and items already in the country) and the differences between themselves and Border Force (individuals and items already trying to gain access to the country). He added there is the potential for gaining vast amounts of intelligence from food businesses, as foreign nationals may seek work in FBO-type premises. Examples of such information would be; information eg name, nationality, date of birth & passport or visa details.

The Home Office would aim to work closely with partners to maximise impact and intelligence and would welcome any agency that would like to attend visits with the Home Office.

* LMatthew asked if the Home Office are now checking biometric data, SRoarty agreed this is the way forward, they are heading toward that direction.
* Chair gave an example where South Lanarkshire had worked with the Home Office on discovering a suitcase at Prestwick airport.

The 3rd of the themed topics was presented by JLennie who explained her role in the Organised Crime and Counter Terrorism Unit and about their partners. She added that Police Scotland will either carryout one big day of enforcement action where all relevant partners will investigate a premises on the same day, or where one partner will investigate a business, then another visit over a series of weeks, to disrupt their business. An example of razor fishermen was discussed.

* LMatthew asked the consequences of investigating a business and disrupting something, perhaps a bigger operation they were not aware of. JLennie explained all partners should do what they need to do.
* Chair asked JLennie whether she feels most people / companies want to comply with Police Scotland enforcement action (ie “goodies”), or can people not help themselves but cut corners (ie “baddies”). JLennie stated she feels that, “baddies” do comply with legislation to avert attention from themselves.
* JSleith asked where she was based.

**12 ACTION SECRETARIAT to circulate presentation slides, including contact details.**

**4.5 Intelligence gathering – Safe spaces**

Chair thanked the speakers and Committee for the discussion, asked whether there were any items to be raised under agenda item 4.5. There was nothing raised.

**5. Election of office bearers will take place in December 2015**

Chair then explained the office bearer nominations would take place at the December 2015 meeting as the three (3) year cycle was coming to an end. He noted he would not be standing for re-election and PBradley would also stand down from his role as Chair of the Food Standards Subcommittee. He asked for Committee members to send completed nomination forms to Secretariat before 30 November 2015.

**13 ACTION ALL to submit completed nomination forms detailing Office Bearers to Secretariat by 30 November 2015.**

**6. Scottish Government consultation on** [**Mobile Traders Food Hygiene National Standards**](http://www.gov.scot/Publications/2015/07/8388)

Chair advised the Committee the deadline for submission is 19 October 2015 and asked for any comments to be submitted to the SFELC response to be with him by 15 October 2015. He also added that LAs may wish to submit a response to the consultation regarding whether each mobile trader requires a sink for washing equipment.

**14 ACTION ALL to submit comments regards the SFELC response to Chair by 15 October 2015.**

**15 ACTION LAs - to submit responses from their Authority to SG before 19 October 2015.**

**7. Draft SFELC annual report 2014-2015**

Chair advised the SFELC annual report for 2014-2015 is underway and should be ready for approval at the December 2015 meeting.

**16 ACTION SECRETARIAT to bring draft final SFELC annual report 2014-2015 to December 2015 meeting for approval.**

**8. Resources Working Group update**

In the absence of GFairgrieve, Chair updated the Committee on the discussions taken place at the RWG meeting the previous day. Including;

* Following the Summit meeting 26/27 August 2015 the RWG will look at the FSS report at the December meeting and will consider if there is anything for RWG / SFELC to take forward for next 12 months.
* Approved Establishments Working Group reintroduced the idea of establishing a specialist officers network, the idea was first raised at SFELC in 2011 but was not progressed however it was considered this could work in the present situation given LA resourcing. A draft would be ready for discussion / agreement at December 2015 meeting.
* FSS are looking at a cloud based system to replace LAEMS, they are keen to establish a pilot and would like LAs from each of the software houses to take part. For example 3 on Civica, 1 on Northgate and 1 on iDocs. It would also be useful to have LAs that use mobile technology included.

**17 ACTION FLG reps to advise Bryan Campbell if they would like to get involved in the LAEMS pilot by Friday 13 November 2015.**

**9 Committee work plan**

Chair noted the December 2015 meeting would have two main themes; Nutrition working group guests potentially from LAs, SG and FSS and; the election of office bearers. Additional agenda items would be the approval of the 2014-2015 SFELC annual report, discussion around the Approved Establishments Working Group, specialist officers network; and the ubiquitous standing items.

**10 Regulatory Strategy for Food Standards Scotland Development**

Steve Hardie mentioned the FSS regulatory reform strategy document is underway and has a deadline of approximately March 2016. The purpose of the document is to detail the FSS and SG aims of sustainable economic growth. He noted this could become interesting now that FSS and FSA are different organisations.

SHardie noted he could come to future SFELC meetings and give updates in future. Chair accepted the offer and issued a standing invite for SHardie to attend SFELC meetings at future at opportune moments. FSS will liaise with SFELC on this issue.

**11 Exception Reporting, Sub committees**

Chair moved on to the next section of the meeting, in the absence of RDillon for Feedingstuffs he updated that there is a proposal to move from the current situation to 6 lead feed authorities. The papers are available on [FSS website at this link](http://www.foodstandards.gov.scot/sites/default/files/Board%20Meeting%20-%202015%20September%2016%20-Animal%20feed%20paper%20150905%20Final%2010%20September%202015.pdf).

Food Safety subcommittee had no updates.

PBradley for the Food standards sub committee updated on two (2) items;

* he asked the Committee to approve survey report SF35 on the, “microbiological quality of chicken liver pate sold by caterers with a particular emphasis on pate prepared on the premises”. The committee approved the report which can now be found on the [SFELC webpages at this link](http://www.foodstandards.gov.scot/sfelc-food-standards-subcommittee-survey-sf35).
* He also updated on the latest discussions amongst the subcommittee regards the FSS policy on the FIC Regulations.

**12 Exception Reporting, Food Liaison Group**

There were no updates for Lothian and Borders, West of Scotland or the North of Scotland FLGs.

LMatthew representing East of Scotland FLG raised the issue of workforce planning. He noted there was interested expressed by members of the ESFLG about the pilot carried out by RWG and asked when it could be rolled out? Chair noted that, as agreed at yesterday’s RWG he will amend the guidance on completing the resourcing document for discussion at the December 2015 RWG, which if agreed will then be shared with SFELC and rolled out for use by LAs. This should have a positive impact on identifying how new priorities for within an LA will impact on the rest of the food service.

**13 Review of action points**

The Secretariat ran through the action points raised throughout this meeting.

**14 AOCB**

Douglas Scott asked for clarification on definitions of pates. FSS will seek clarification and provide response.

Chair closed the meeting by thanking the speakers for their interesting and informative sessions.