

**FOOD STANDARDS SCOTLAND BOARD MEETING**

**16<sup>th</sup> May 2018**

**Pilgrim House, Old Ford Road, Aberdeen**

**AGENDA**

10:30 – 10:35	Introduction, apologies for absence, declaration of conflict of interest	
10:35 – 10:40	Minutes and actions arising from 27 <sup>th</sup> March 2018 Action Log	18/05/01 18/05/02
10:40 – 11:10	<b>Chair and Chief Executive Reports</b>	
10:45 – 10:50	Ross Finnie, Chair	Oral
10:50 – 11:10	Geoff Ogle, Chief Executive	18/05/03
11:10 – 11:55	Incident Preparedness Review and Incidents Communications Plan Jackie McCann, Food Emergency Planning Manager Katherine Goodwin, Head of Communications & Marketing	18/05/04
11:55 – 12:10	Outcomes Report Ruth Dewar, Business Performance Reporting Officer	18/05/05
12:10 – 12:25	Performance Reporting Ian McWatt, Director of Operations	18/05/06
12:25 – 13:10	<b>Lunch Break</b>	
13:10 – 13:20	Annual Report : Freedom of Information Requests and Complaints Ruth Dewar, Business Performance Reporting Officer	18/05/07
13:20 – 13:30	General Data Protection Regulations Tigan Daspan, Records Manager	18/05/08
13:30 – 13:50	Financial Performance Report Elaine McLaughlin, Project Finance Manager	18/05/09
13:50 – 14:05	Audit and Risk Committee Annual Report to the Board Sue Walker, Audit and Risk Committee Chair	18/05/10

14:05 – 14:25 Brexit  
Bill Adamson, Head of Regulatory Policy

18/05/11

14:25 – 14:40 **Q and A**

14:40 Close