

Scottish Food Enforcement Liaison Committee minute

Friday 07 December 2018: 10:00 for 10:30

Venue: Hallmark Hotel, 27 Washington Street, Glasgow G3 8AZ. Tel: 0330 028 3407 or 07881 281 206.

Attendees

William Hamilton (Chair)	Scottish Food Enforcement Liaison Committee (SFELC)
Lindsay Matthew (L. Matthew)	SFELC Vice Chair & Convention of Scottish Local Authorities
Paul Bradley (P. Bradley)	SFELC Honorary Secretary
Tanja Low (Secretariat)	Scottish Food Enforcement Liaison Committee
Jane Couper (J. Couper)	Food Standards Subcommittee Chair
Bruce McCall (B. McCall)	Scottish Federation of Meat Traders Association (SFMTA)
Catherine Boyd (C. Boyd)	Society of Chief Officers of Environmental Health in Scotland (SOCOEHS)
Izzy Childs (I. Childs)	Lothian and Borders Food Liaison Group Chair
Joe Harkin (J. Harkin)	West of Scotland Food Liaison Group Chair
Rachel Mirfatahhi (R. Mirfatahhi)	Institute of Food Science and Technology (IFST)
Martin Keeley (M. Keeley)	Royal Environment Health Institute of Scotland
Lorna Murray (L. Murray)	Food Standards Scotland
Andrew Morrison (A. Morrison)	Food Safety Subcommittee
Ann Godfrey (A. Godfrey)	Chartered Institute of Environmental Health
Ian McWatt (I. McWatt)	Food Standards Scotland
Gerry Fallon (G. Fallon)	Specialist Cheesemakers Working Group
Alexius Edridge (A. Edridge)	Food Standards Scotland
Kasia Kazimierczak (K. Kazimierczak)	Food Standards Scotland
Carrie Cooper (C. Cooper)	Food Standards Project Group WG
Helen Henderson (H. Henderson)	East of Scotland Food Liaison Group

1. Chairman's welcome and apologies for absence

The *Chair* opened the meeting by welcoming the Committee, guests and speakers to the December 2018 Scottish Food Enforcement Liaison Committee (SFELC) meeting in Glasgow. He ran through the house keeping arrangements.

The *Chair* welcomed guests *A. Godfrey* and *C. Cooper*, speakers *A. Edridge* (agenda item 4.1) and *G. Fallon* (agenda item 4.2). Everyone then went around the table and gave brief introductions to themselves.

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Apologies were recorded by the *Secretariat* for; Scott Anderson; Scottish Bakers, John Armour; National Farmers Union Scotland, William MacLeod; British Hospitality Association, Chris McGuigan; NHS Fife, Ewan MacDonald; British Retail Consortium, Cat Hay; Food and Drink Federation Scotland, Andrea Carson; North of Scotland Food Liaison Group and Douglas Scott; Scottish Federation of Meat Traders Association

The *Chair* advised that the meeting would be recorded only to aid the writing of an accurate minute.

2. Minutes and matters arising

The *Chair* advised that the draft minutes of the meeting held in Aberdeen on 05 October 2018 had been made available on Knowledge Hub (KHub) ([link](#)) and that the approved minutes will be available from the SFELC website ([link](#)). The Committee went through the minutes page by page, first for corrections and accuracy (A) and then matters arising (MA).

There were no corrections for accuracy or matters arising.

3. Actions outstanding

Action 09.2018 - ALL

The *Chair* noted that the Mobile Street Traders guidance document is now complete and has been circulated to all LAs. It is due for release by the Partnership Event on 24/25th January 2019 **ONGOING**

Action 10.2018 – The *Chair* and L. Murray

The *Chair and L. Murray* will progress the meeting with SFELC Working Groups / Food Liaison Groups and Sub-Committee Chairs once the Partnership Event on 24/25th January 2019 has taken place to discuss how engagement can be enhanced and better organised as well as to promote the SFELC KHub Open page ([link](#)). **ONGOING**

Action 12.2018

The *Chair* noted that The *Secretariat* has created new tables to track the action points and matters of record. Full details of all actions completed prior to this meeting are available on KHub ([link](#)) under, “SFELC - Complete set of meeting papers” > “appropriate meeting” > “Item 03 - Action Points”. **COMPLETE**

Action 13.2018

Out of Home Consultation was distributed on 22 November 2018 **COMPLETE**

Action 14.2018

M. de Brunner met with the Imports and Export Working Group as well as some members from HMRC and the Scottish Government. Further meetings will occur in the future. A letter has gone out to all LAs and all approved food and feed exporters of animal origin which states that any businesses wanting to export into EU needs to be on a national list. **COMPLETE**

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Action 15.2018

The *Chair* is still to find out who is the Scottish contact for trading standards is and to pass the information on to Mark de Brunner **ONGOING**

Action 16.2018

The *Secretariat* has published the final SFELC annual report for 2017/18 on KHub and the SFELC website ([link](#)) **COMPLETE**

Action 17.2018

ALL to engage with external members (during sub-committee, Liaison and Working Group meetings) and to encourage more people to attend SFELC meetings and to promote the use of KHub open group ([link](#)). The *Chair* declared that from now on, at each SFELC meeting a chair from a SFELC Working Group will be invited to attend a SFELC meeting. **ONGOING**

Action 18.2018

C. *Hay* forwarded her response to the new consumer body to the *Secretariat* and the *Secretariat* circulated this to SFELC on 21 November 2018 **COMPLETE**

Action 19.2018

D. *Scott* sent the *Secretariat* documentation on butchers' comments regarding customers bringing in their own containers. G. *Gilson-Smith* has brought this to the Horizon Scanning Group and they have agreed to look into the issue further. **COMPLETE**

4. Presentations & Current Items

4.1. Local Authority Food Sampling in Scotland by Alexius Edridge

A. *Edridge* began by mentioning the Local Authority Food Sampling in Scotland UKFSS annual report 2017-18 draft is available for review ([link](#)) and he asked SFELC members to submit any comments by 18 January 2019.

Presentation

A. *Edridge* stated that between 1st July 2017 and 30th June 2018, 8024 samples were taken and the results of microbiological examination, chemical analysis and substitution tests from these were submitted to the UKFSS database. This figure represents a decrease compared to the number recorded during the same period in 2016/17. There was also a decrease in the percentage of unsatisfactory results in microbial and chemical tests, although a rise was observed in unsatisfactory results for substitution samples.

Majority of the samples were taken from three areas: retailers, restaurants/caterers and manufactures/processors. Microbiological and chemical failure rates for EU and third country imports were similar to those for UK produced food, although the number of imported foods sampled was almost 5 times lower than for UK products.

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Majority of unsatisfactory results in microbiological examination were due to hygiene indicators, rather than issues with pathogenic bacteria. Although level of failures for pathogens was low, unsatisfactory results in tests for *Listeria monocytogenes* in smoked fish and cheeses from producers and retailers, *Clostridium perfringens* in herbs and spices and *Staphylococcus aureus* in ready-to-eat products (particularly at catering) indicate a need for on-going verification and targeted sampling.

In chemical analysis, a high number of failures was observed in tests which are undertaken to verify controls for *C. botulinum*. The types of samples that most frequently failed due to these parameters were smoked fish (mainly salmon and trout), Haggis (vegetarian and meat based) and cooked sliced meats. Furthermore, the results indicated on-going issue with misuse of preservatives, misuse of colouring matter, alcohol dilution and allergen labelling.

Undeclared allergens detected in a number of samples (indulging dairy-free and gluten free products as well as nut preparations) indicated a possible health risk for anyone with a food hypersensitivity. In light of the serious risk to these consumers, such issues need to be addressed through targeted enforcement actions.

Results of PAH testing in smoked products, suggested that there is scope for more targeted surveillance and verification checks to ensure regulatory requirements are being met. Detection of increased levels of rucic acid in rapeseed oil samples, show that there is scope for FSS and SFELC to provide more targeted guidance to producers of rapeseed oil, particularly smaller businesses, which may not be familiar with regulatory requirements.

The on-going identification of authenticity issues remains a cause for concern. The highest failure rates were observed in ham and cheese pizza toppings from catering establishments, although the mislabelling of lamb in catering sector continues to be an issue. Adulteration of nut preparations at catering was observed, with almond products being especially vulnerable. Presence of undeclared nuts presents a potential risk to consumers.

Targeted sampling of higher value oils identified adulteration issues in coconut, groundnut and sesame oils, while testing of food supplements indicated mislabelling of multi-vitamin products, where vitamin A was most likely to be present at levels below those declared on labels.

A. *Edridge* then presented some sampling recommendations for next year which included: 1) Targeted sampling of non-UK produced foods, 2) Targeted sampling at independent Scottish producers, retail and catering establishments and 3) Targeted sampling identified through horizon scanning and identification of emerging issues

A. *Edridge* concluded his presentation by requesting that the Food Standards sub-committee considers whether there is a need for targeted guidance and enforcement initiatives in the areas of:

- Misuse of preservatives in meat products;
- Misuse of colouring in Indian take-away meals, and ethnic and US confectionary;

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- Allergens labelling;
 - Substitution of meat and fish in prepared dishes within the catering sector.
- As it has been identified through LA sampling programmes and engagement with SFELC that some issues are observed year-on-year.

Q & A

The *Chair* asked if enough samples were taken across the board and what can be done to improve upon the results. *A. Edridge* agreed that it would be better if more samples were taken as statistical significance increases as more samples are taken. *P. Bradley* interjected that it is difficult to interoperate pass and fail rates as the number of samples taken reduces and that there is an inbuilt bias to the number of samples taken and he stipulated that it is good use of resources to take samples where there is a potential issue and so would not give a true indication of what the pass and fail rate actually is. *A. Edridge* agreed that samples were taken from areas that were suspected to be problematical and that there is a lot of room for misinterpretation of the data. *L. Murray* asked what the ideal sampling plan would look like with unlimited resources. *A. Edridge* clarified that you would need to know the exact items and amounts of what was being sold so that a meaningful percentage of those could be sampled. *K. Kazimierczak* added that in order to do that level of statistical analysis one would also need to know which area to focus on e.g. how much is consumed, what foods are most commonly eaten / produced. A lot of questions need to be asked before you can get what you want out of a sampling programme. For example random sampling would give a lot more satisfactory results, however, a more tailored sampling programme focusing on problem areas would likely yield more unsatisfactory results. *I. McWatt* agreed with *K. Kazimierczak* that the term “surveillance” needs to be addressed and that the Tactical Task and Coordination Group has had a meeting that looked at the available information to make a plan that utilises and focuses the limited resources to ensure the greatest impact and asked that as chair of the Food Crime Working Group, *M. Keeley* and other partner agencies join the discussions.

L. Matthew asked whether there are any plans to amend the list of regulated allergens. *K. Kazimierczak* clarified that there are indeed discussions taking place at the European Union level that are reviewing the allergen regulations.

Horizon Scanning

K. Kazimierczak began her update on Horizon Scanning by asking everyone to contribute to the Horizon Scanning process by bringing any issues discussed at SFELC, Working Group / Liaison Committees / Sub-committees meetings to the attention of the FSS Horizon Scanning Group. She mentioning that the issue of the public wanting to bring in their own containers when purchasing produce from butchers (raised at the October SFELC meeting) was discussed and passed onto the Tactical Task and Coordination Group. She pressed upon The Committee the importance of intelligence gathering and reporting any issues / items for discussion to FSS Horizon Scanning Group so that these can be addressed accordingly. *I. McWatt* asked if there was a better / more structured way to gather intelligence for Horizon Scanning, i.e. use of MEMEX. *K. Kazimierczak* clarified that MEMEX should only be used for recording sensitive and confidential intelligence and will not be suitable for logging emerging risks. She stated that she is keen to look at ways to work alongside SFELC in a more

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structured way to gather information for Horizon Scanning for example as a standing item on the agenda and that the results be cascaded back to the relevant parties. *J. Couper* agreed that Food Standards Sub-Committee would be able to put Horizon Scanning as a standard standing item on their agenda. *L. Murray* stated that she was adamant that feedback from Horizon Scanning must take place so that any information gathered by Horizon Scanning is filtered back through to the peer groups.

ACTION 20.2018

The Chair to liaise with J. Couper, A. Morrison and K. Kazimierczak to find ways to strengthen communication links with the Horizon Scanning Group

K. Kazimierczak concluded her presentation by asking for feedback from SFELC members on the UKFSS Annual Report 2017 – 18 as per the brief. The *Chair* thanked *A. Edridge* and *K. Kazimierczak* for their time presenting and for their effort on the UKFSS Annual Report 2017 – 18.

ACTION 21.2018

ALL to feedback to A. Edridge and/or K. Kazimierczak on the UKFSS Annual Report 2017 – 18 as per the brief

4.2. Cheesemakers Guidance for Local Authorities Presented by Gerry Fallon

G. Fallon began by stating that the focus of his presentation was on the Guidance document for Local Authority Enforcement Officers on the Production of Cheese from Unpasteurised Milk ([link](#)) and how it can be put into context in terms of cheesemaking in Scotland and the risk associated with this product. He acknowledged all the hard work that had been put into the document by LAs, FSS Science and Enforcement branches, GSS and others, as well as the consultation with industry and LAs last July where he listened to what was said and amended the guidance accordingly. *G. Fallon* then stated that there has been a lot of chatter within social and printed media about an anti-raw milk cheese agenda, however, suggested that the guidance document and enforcement approach was in fact a testimony of support for the industry.

Presentation

G. Fallon started his presentation by stating that there are 70 specialist cheeses being made in Scotland: 29 Hard Cheeses (14 raw milk), 17 Semi-soft/semi-hard cheese (7 raw milk) and 24 Soft Cheeses (0 raw milk). There are currently 9 raw milk cheesemakers in Scotland these are in: Aberdeenshire, Argyll and Bute, Dumfries and Galloway, East Ayrshire, Fife, Orkney, South Ayrshire and South Lanarkshire (the one in South Ayrshire is due to close down next Spring). In England: Any cheese manufactured from unpasteurised milk and supplied as a RTE product should be treated as RTE (*FSA Guidance E. coli O157 Control of Cross-contamination v3 December 2014*) so in 2014 raw milk cheese should be treated as a RTE food (i.e.

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no risk). However, 4 years later as per the *FSA Guidance E. coli O157 Control of Cross-contamination v4 Consultation 2018*, states that any cheese manufactured from unpasteurised/raw milk and supplied as a ready-to-eat product should also be treated as a potential source of contamination. The background to this is unknown and links into the next stream of work is about to be undertaken in Scotland.

The FAO/WHO have a risk evaluation tool adopted by the EU:

- If the risk is a rating of Probability (3) then the risk is classed as “Real”. This means: Failing or lacking of the specific control measure does not result in the systematic presence of the hazard in the end product but the hazard can be present in a certain percentage of the end product in the associated batch.
- If the risk is a rating of Effect: (4) then the risk is classes as “Very serious”. This means: The consumer group belongs to a risk category and the hazard can result in mortality or the hazard results in serious symptoms from which mortality may result or permanent injuries.

The issued guidance for Local Authority Enforcement Officers on the Production of Cheese from Unpasteurised Milk ([link](#)) was created to assist officers verifying the validation of cheesemakers FSMS. It applies to cows, goats, sheep & buffalo milk with a focus on STEC. It acknowledges limitations testing all STEC strains, accredited commercial laboratories & interpretation of results as well as gaps in scientific data & residual food safety risk. However, it does offer a pragmatic interim approach in the absence of validation. In this case, there needs to be evidence that the cheesemaker understands hazards associated with STEC and ensure that appropriate controls are in place (raw milk & process). There needs to be an effective testing regime in place (milk & cheese) and an acceptable milk production audit regime needs to be carried out. Furthermore, compliance with SCA ACoP / EU Hygiene Guide for Good Hygiene Practices in the Production of Artisanal Cheese and Dairy Products needs to take place.

G. Fallon then showed a flow diagram that looked at the proposed enforcement approach and ended his presentation off by stating that there will be a workshop in the New Year for the guidance document and that a review of the document will be done in December 2019. He also mentioned that the joint specialist cheese / risky foods Working Groups will end at which point The Specialist Cheese Working Group will resume and it will no longer be a short-life group.

Q & A

A. Godfrey asked if she could cascade the guidance document to her colleagues in the Chartered Institute of Environmental Health and other interested parties. The *Chair* agreed that the document will be publicised and become readily available.

ACTION 22.2018

The *Chair* to work with SFELC to review the cheesemakers guidance document and to report back to G. Fallon’s replacement Karen Wardrope before working

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with FSS to get the document published both on the FSS website and any other relevant people.

Matter of Record 01.2018

Karen Wardrope has taken over from Gerry Fallon as the chair of the Specialist Cheesemakers Working Group

Matter of Record 02.2018

The document: Guidance for Local Authority Enforcement Officers on the Production of Cheese from Unpasteurised Milk was ratified

L. Murray praised the efforts of the Specialist Cheesemakers Working Group and other peer groups. She mentioned that FSS has run 2x Specialist Cheesemakers training courses for Local Authorities as well as the Predictive Modelling and Challenge testing course, Food Microbiology course and the Official Control for Verification courses are all very relevant to allow the officers working within the sector to have the necessary skill sets. She was very grateful that the majority of the cheesemakers are wanting to be compliant and are happy to work alongside FSS and LAs to ensure they remain compliant. *I. McWatt* also added his thanks to *G. Fallon* for all of his hard work. He stated that FSS and FSA will continue to uphold their policies on raw milk and with the progress in science and knowledge of raw milk, these policies may need to be adapted.

L. Matthew asked how to ensure that cheesemakers sample every batch of raw milk and if the guidance includes a section on filters from the raw milk holding tanks. *G. Fallon* stated that in the absence of validation and in the event of a cheesemakers refusal to sample every batch as required by the enforcement approach in the guidance, it would be for each LA to decide on the appropriate enforcement approach on a case-by-case basis. Work is being carried out by the SCA regarding filters and is due to be released soon.

I. McWatt queried if it is the food operators responsibility that the food they are selling is safe to eat why is ready-to-eat food being treated as a potential source of contamination. A conversation then took place with various SFELC members about what is classed as a ready-to-eat food and what is a risky food. It ended with the *Chair* stating that The Committee needed to move on. He thanked *G. Fallon* for all of his dedication to the Specialist Cheese Working Group and for all of his other contributions throughout the years in various other areas. The *Chair* wished him luck within his new post within the Council and welcomed *L. Murray* to proceed with her presentation on labelling.

Labelling

L. Murray began her update by recapping the outbreak believed to be associated with raw milk cheese and stated that the report after the outbreak included several recommendations and that one of these was to develop guidance which are now in place. The report also stated that traceability needs to be improved upon. However, it

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is very difficult to trace goods. The final recommendation was on labelling, particularly focusing on loose items that are not prepacked for sale as the information provided is very variable. FSS have put together a small team to tackle these recommendations. They are looking at what the legal position is and what the consumer's point of view is. The bi-annual Consumer Aptitude Tracker survey is used to gather information on various topics such as the food hygiene scheme (how people cook their food and how they follow food safety) and nutrition. She asked The Committee what are the normal practice for labelling; what do the various LAs observe when they are visiting establishments. The *Chair* asked if the Food Liaison Groups can take an active role in finding this information out.

ACTION 23.2018

L. Murray to create a questionnaire about food labelling (what is the standard format / labelling practice in food establishments) which is to be sent to all the Local Authorities via the Food Liaison Groups

4.3. Office Bearer Elections

P. Bradley began the election process by running through the nominations he had received for the 6 office bearer posts as follows:

The Chair: William Hamilton

Vice Chair: Lindsay Matthew

Honorary Secretary: Paul Bradley

Feed Sub-Committee Chair: Maureen McLarty

Food Safety Sub-Committee Chair: Andrew Morrison

Food Standards Sub-Committee Chair: Jane Couper

Matter of Record 03.2018

The Office Bearers were re-elected to continue in their current posts until the next election process in 3 years' time.

5. Intelligence gathering – Safe spaces

Nil

6. The SFELC Executive update

M. Keeley stated that the SFELC Executive (TSE) met on 06 December and discussed the work plan, FSS update and the SFELC Office Bearers elections (details of these can be found in the relevant sections). He then gave a brief overview of points discussed at the TSE meeting:

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- The April TSE and SFELC meetings in Stirling will no longer be held on 04 and 05 April respectively but will now be held on 25 and 26 April instead.
- The June TSE and SFELC meetings in Aberdeen will no longer be held on 06 and 07 June respectively but will now be held on 20 and 21 June instead.
- One chair from a Working Group will attend each SFELC meeting from now on (This meeting it is *C. Cooper* from the Food Standards Project Group Working Group)
- The outstanding actions were discussed
- An update of documents on the SFELC web pages needs to be completed
- Highlight reports are great as they are bite sized and give a good over view of all the work that is getting done
- The new chair for the Food Crime Working Group, *M. Keeley*, stated that the LAs have been invited to provide feedback on their current processes. The feedback will be followed up by uniting the LAs and the Food Crime Working Group.
- John Cragg gave a presentation on the Development of FSA's Competency Framework

L. Matthew asked for further clarification on how the LA's feedback on local procedures is going to be followed up. *M. Keeley* clarified that his LA (West Dunbartonshire) will host one event and invite LAs to it and he expects that 3 or 4 similar events will need to take place throughout Scotland.

7. Committee work plan

08 February 2019 – Edinburgh (St Andrews House)

- Report by Approved Establishments working group as they are launching the "Official Control Verification in Food Manufacturing" manual – (GRAINNE GILSON-SMITH)
- Brexit update (GEORGE BURGESS)
- A Standard Inspection Form for Catering Premises Presentation (CHRISTOPHER SEYFRIED)
- Presentation on the Resource Working Group 2017 paper "A Metric for Official Controls – A Scientific Basis for Verifying the Efficacy of Official Controls" - (LUKE HENDERSON)

26 April 2019 – Stirling (The Stirling Highland Hotel)

- Brexit update (TBC)
- Presentation on Food Standards Project Working Group (CARRIE COOPER)

8. Food Standards Scotland update

L. Murray informed The Committee that the Feed Centralisation Project is going ahead as planned and the contract for delivery will be awarded in the next few weeks. In the meantime, FSS are looking to engage with agricultural analyst services to improve upon sampling processes.

FSS is looking to appoint someone to manage feed delivery and they will have the role of lead feed officer. The recruitment process is still ongoing.

FSS policy team have been working hard on Brexit – planning and getting ready for a “No Deal” scenario.

An advance HACCAP course should be run in the New Year and results of tender for the Official Control and Verification (OCV) course running for the next 3 years is being carried out and it should be appointed in the New Year.

An allergen project is being undertaken by FSS (Grainne Gilson-Smith as project lead). It will look at the various issues that have arisen since the recent tragic events. There are 15 LAs (almost half the total number of LAs) expected to sign onto the Food Law Rating Scheme as early adopters. All LA training events have been complete, however, “wash up events” will take place during February in Aberdeen, Edinburgh and Glasgow to offer further training sessions to those who require them.

Replies to the Consultation on the Code of Practice are being worked through and should be submitted to ministers soon.

FSS Science team have commissioned a microbiology survey of retail minced beef. Sampling is being contracted out but any significant data will be communicated to the LAs.

9. Sub – Committees: including working groups

A. Morrison mentioned that the food recall steering group met this week to finalise the draft guidance on Food Recalls. A joint FSS / FSA 4-week consultation will become available on 07 January 2019 so he asked for responses ASAP. It is due for release by end of February

10. Food Liaison Group

Nil

11. Update by Non-Enforcement member(s)

R. Mirfatahhi made The Committee aware that the Tea Gardens of Scotland are concerned that “Scottish” tea is being mislabelled; that a lot of brands on the market are claiming to contain Scottish tea, where as in fact the tea is not grown or even manufactured or processed in Scotland. Aberdeen University have run several tests and the results show that the isotopes and chemical composition of the “falsely advertised” tea is not Scottish.

I. McWatt thanked *R. Mirfatahhi* for bringing this issue to The Committees attention. He stated that the food crime unit within FSS are currently working on one fraud case regarding Scottish tea and asked that any data from The University be made available to FSS. He also mentioned that isotopic maps that FSS have currently been using for the meat industry could also be used for this tea incident. *K. Kazimierczak* interjected saying that there would be too many different variables for this, however, she is keen to meet up with members from the University of Aberdeen to discuss the matter further.

ACTION 24.2018

Ron McNaughton and Duncan Smith from FSS Food Crime team to liaise with *R. Mirfatahhi* to discuss the false labelling of Scottish Tea issue and to obtain the data gathered by the University of Aberdeen on this matter.

I. McWatt reiterated that this case has been yet another example of how important the SFELC committee is as snippets of information like this can then be shared with MEMEX and Horizon Scanning.

12. Review of action points

Secretariat ran through the action points raised throughout this meeting (in bold red) as well as the Matters of Record (in bold green).

Full details of all actions completed prior to this meeting are available in the actions document in KHub, “SFELC - Complete set of meeting papers”. Then “appropriate meeting”, then “Item 03 – Action Points and Matters of Record”. ([link](#)) Additionally actions for the SFELC Executive are noted in the TSE actions log in KHub, “SFELC Executive (formerly Resources Working Group) > Library > TSE – Papers - year month > Item 02 – TSE – Action points and Matters of Record”. ([link](#))

13. AOCB

I. McWatt thanked *A. Godfrey* for attending the SFELC meeting and hoped she found the experience informative and he looks forward to working more with her in the future. He stated that the SFELC is a forum that FSS (and its predecessor FSA) rely heavily upon. He stated that the body of work that The Committee produces is hugely impressive and FSS would not be able to offer the level of protection to consumers if it wasn't for the partnership approach through SFELC and the LA colleagues.

I. McWatt expressed his gratitude on behalf of FSS to the SFELC Office Bearers and thanked them for their agreement to retain their positions for a further 3 years. He looks forward working closely with everyone in the upcoming challenging months / years.

Matter of Record 04.2018

***I. McWatt* expressed his gratitude on behalf of FSS to the SFELC Office Bearers and thanked them for their agreement to retain their positions for a further 3 years**

The *Chair* reminded The Committee that the FSS / SFELC / Society of Chief Officers Partnership event is taking place on 24 and 25 January 2019 and that everyone (especially the Food Liaison Groups) should try and attend. *L. Murray* confirmed that the formal invites would be sent out within the next week.

The *Chair* concluded the meeting by pinpointing the 2 consultations that are currently out (one from The Scottish Government and one from FSS) in the diet and nutrition area and urged all SFELC members to provide comments so that a formal SFELC response from the diet and nutrition working group can be submitted.

Forthcoming meetings

08 February 2019 – Edinburgh (St Andrews House)

26 April 2019 – Stirling (The Stirling Highland Hotel)

21 June 2019 – Aberdeen (FSS, Pilgrim House)

04 October 2019 – Glasgow

06 December 2019 - Dundee

Please advise Tanja Low on SFELC@fss.scot if you are aware of other events that SFELC delegates may attend that clash with these dates.