



DairyCo Board Meeting Minutes

Meeting: DairyCo Board **Meeting Ref No:** DSB08/06
Date: 15 July 2008
Venue: The Best Western Fenwick Hotel, Kilmarnock.

Present: Tim Bennett (Chair) (TB), Kevin Beaty (KB), Kenneth Campbell (KC), Neil Cutler (NC), Julia Hawley (JH), David Homer (DH), Stewart Jamieson (SJ), Trevor Lloyd (TL), Ian Martin (IM) and Richard Davis – present for items DSB/08/06/8 onwards (RD)
 In attendance: Ken Boyns (KJB) and Natasha Edwards (minutes)
 Partial attendance: Brian Lindsay (BL), Huw Thomas (HT), Stuart Goodinson (SG), Eileen Spriggs (ES), Charlotte Bullock (CB) and Kay Carson (KC)

Apologies: Arthur Reeves (AR), Jonathan Vickers (JV)
Distribution: As above plus Kevin Roberts (KR), Sue Walker (SW) at AHDB

Item No.	Description	Action
DSB08/06/1	<p>Apologies & Welcome</p> <p>Apologies were received from Arthur Reeves and Jonathan Vickers.</p>	
DSB08/06/2	<p>Minutes from last meeting</p> <p>It was agreed that the following corrections be made to the minutes of the previous meeting held on 28 May 2008:</p> <p>DSB08/05/4 – Chairman’s Report</p> <p>Rather than “Also of concern are the pregnant employees with DairyCo”, it should read “Particular attention should be paid to the specific risks that potentially affect pregnant employees with DairyCo, especially EO’s, e.g toxoplasmosis”.</p> <p>DSB08/05/6 – AHDB Update</p> <p>Rather than “The majority of services should remain sector based”, it should read “Sector boards should seek synergies by combining functions which are either common to several sectors or in need of higher-level professional management than any one sector could afford, but the sector boards should</p>	



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DSB08/06/3	<p>retain responsibility for ensuring the provision of services to their levy-payers.</p> <p>With the exception of the above changes, the minutes were accepted and would be signed as a true record of the meeting.</p> <p>Matters Arising</p> <p><u>Board Travel Insurance</u> – The issue of foreign travel insurance for Board members was raised. It was agreed to look into the current policy and investigate the cover level for non executive directors.</p> <p><u>Vice Chair Procedure</u> – TB reported that the position of Vice Chair had been discussed at AHDB. It was noted that the current Vice Chair was an internal only appointment, purely for the function of allowing board meetings to occur in the incapacitation of the Chair and, as such, was not a position that should be used externally. It was noted that as the Chair was a ministerial appointment, the Vice Chair could not automatically replace the Chair at AHDB.</p> <p><u>Board Farm Visits</u> – It was noted that the October regional board meeting had been arranged to be a higher attendance meeting.</p>	ES
DSB08/06/4	<p>Chairman’s Report</p> <p>It was noted that RABDF were not included in the useful contacts section of the Market Information Dairy Facts and Figures 2008. It was agreed that their contact details must be included in the next edition.</p> <p>The Board requested that special thanks be awarded to both David Homer and Amanda Ball for all their efforts and input to the IDF Conference last month.</p>	HT
DSB08/06/5	<p>Chief Executive’s Report</p> <p><u>ARA</u> - The Board were informed that the MDC ARA had now been completed and would be laid before Parliament on Wednesday 16 July 2008. It was agreed that a copy be sent to all Board members.</p> <p><u>Corporate Strategy</u> – It was agreed that the Executive would</p>	NE



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	<p>develop the 2009/10 Business Plan to be brought before the board at the September Board Meeting for discussion, to be agreed in October. This would be based on the continuing implementation of the current strategy.</p>	KJB
	<p><u>Back Resolution</u> – KJB requested agreement from the Board to add Eileen Spriggs to the Bank mandate as a signatory. It was agreed that Eileen Spriggs could be added to the Bank mandate. It was also agreed that a proposal regarding signatory guidelines be put before the Audit Committee at the next meeting with the aim of reviewing whether only certain Bank signatories can sign cheques over a certain size.</p>	KJB / ES
DSB08/06/6	Business Plan Update	
	<p>The Business Plan Update was reviewed and the following points were discussed:</p>	
	<p><u>Press mentions</u> – It was noted that press mentions are falling. KJB informed that board he was discussing this with Philippa Stagg and the management team and would keep the board informed.</p>	KJB / PS
	<p><u>Slurry Project</u> – The proposed title product based on this technology has been removed from the business plan as a German company recently launched a campaign outlining the same work, so DairyCo was no longer addressing market failure.</p>	
	<p><u>What If?</u> – The project is currently being reviewed whilst demand for courses is addressed. As soon as regional demand is addressed the final number of courses for this year will be decided upon.</p>	
	<p><u>Focus Farms</u> – As a B priority, Focus Farm meetings are currently being replaced by A priority Business Group Meetings which are much more popular with farmers and are in greater demand. This means targets will not be hit.</p>	
	<p><u>Regional Forums</u> – It was agreed that the progress be changed from green to amber as the Wales Forum is yet to be addressed.</p>	
	<p><u>Website development</u> – Project has been delayed by A</p>	



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DSB08/06/8	<p>priorities but will still be delivered this year.</p> <p>The Board agreed that the KPI descriptions needed to continue to be developed and should ideally show the value and delivery to levy payers.</p> <p>AHDB Developments</p> <p>The new structure of AHDB was discussed.</p> <p>There was concern over the centralisation of the Market Intelligence function. TB assured that the Datum Service would not become lost or overshadowed by this.</p> <p>Richard Davis, Huw Thomas, Kay Carson, Brian Lindsay, Charlotte Bullock, Stuart Goodinson and Eileen Spriggs joined the meeting.</p>	
DSB08/06/9	<p>Milkbench+</p> <p>Kay Carson presented Milkbench+ to the Board with a detailed presentation and tour of the Milkbench+ website.</p> <p>The Board agreed that although the project has encountered some initial teething problems, Milkbench+ will be a very powerful tool to the industry when it is completed but will require long term support to maintain and run. It was noted that further development of the system would potentially be needed to include simpler options and monthly real time updating. Kay Carson was congratulated on her hard work.</p> <p>Kay Carson left the meeting.</p>	
DSB08/06/7	<p>Management Accounts</p> <p>Eileen Spriggs discussed the May Management Accounts. The Board agreed that they were happy with the format in which the accounts were presented and would like the same format to be used at each meeting.</p> <p>It was noted that it was every director's responsibility to ensure they had enough adequate financial information and directors were asked to contact ES if they required any more detail.</p> <p>ES was thanked for all of her hard work so early into the job.</p>	ES



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DSB08/06/10	<p>Mastitis Project</p> <p>Charlotte Bullock took the Board through the presentation on the Mastitis campaign which had more detail than in the paper.</p> <p>Concern was debated on the following items:</p> <ul style="list-style-type: none">- Return on Investment was thought to be unrealistic as no possible on-farm improvement costs had been taken into account.- The need to guarantee that it will be a tool used throughout GB by ensuring regional coverage of vets.- The involvement of only vets reporting back to the farmers.- The £300 entry fee into the program could put off farmers as they are already paying levy. <p>The Board approved the mastitis campaign and requested that Charlotte return in 6-12 months when the project is underway to report progress.</p> <p>Ian Martin left the meeting.</p>	CB / BL
DSB08/06/11	<p>Cattle Lameness & Mobility Scoring</p> <p>Brian Lindsay informed the Board that the Lameness project was already being well received by dairy farmers. DH seconded that by informing the Board that there was much international interest at the recent IDF conference and questioned whether or not this information could be used to set an international benchmark.</p> <p>The Board approved the work that is being done.</p> <p>Huw Thomas, Kay Carson, Brian Lindsay, Charlotte Bullock, Stuart Goodinson and Eileen Spriggs left the meeting.</p>	
DSB08/06/12	<p>Report Back from Committees</p> <p>The board agreed that they were happy with the minutes and previous reports.</p>	
DSB08/06/13	<p>Any Other Business</p> <p><u>Salaries</u> – KJB informed the board that a member of staff is exceeding their salary grade and had been historically. The Board agreed that the CEO should deal with the salary as he</p>	



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	<p>sees fit, but must inform the Remuneration committee. It was agreed that as AHDB would be looking to standardise salary grades etc, then there was no point reviewing grades and jobs at this time.</p> <p><u>Dairy Council TOR</u> At the last Board meeting, Richard Davis agreed to join the Dairy Council working group and represent DairyCo. Due to a conflict of interest (the DairyUK representative is a fellow First Milk Director), RD has agreed to stand down from this duty. It was agreed that Neil Cutler will replace him.</p> <p><u>Jersey Producers</u> – For this item, Tim Bennett stepped down as chair and requested that Richard Davis chair this item, due to a conflict of interest. TB informed the board that Jersey & Guernsey Island (of which TB is a board member) producers have applied for a PDO status which will only allow Jersey Channel Island producers from Jersey & Guernsey to market their products under this label and will stop other dairy farmers from using that name. TB has been approached by non Jersey country producers to write a letter to object this proposal. It was requested that a briefing paper be sent to the board containing all the information to ensure that this is not lobbying before a decision can be made. There being no further business the meeting ended.</p> <p>Date of next meeting <u>Wednesday 3 September 2008</u> Time: 09:00 Venue for meeting/ dinner. Accommodation: The Ramada Chester, Whitchurch Rd, Christleton, Chester, CH3 5QL</p> <p>Farm Visit <u>Tuesday 2 September 2008</u> Venue: Stapleford Hall, Tarvin, Chester, Cheshire, CH3 8HH Time : TBC Host Farmer: Andrew Winward Organising EO: Adam Clay Topic: Fertility</p>	<p>NC</p> <p>KJB</p>



Agreed as a correct account of the meeting and signed on behalf of the DairyCo Board

Signed _____ Date _____
Tim Bennett - Chairman