

WELSH FOOD ADVISORY COMMITTEE

ANNUAL WORK PLAN, MARCH 2010-MARCH 2011

Activities1. Providing advice to the Board of the Food Standards Agency

This continues to be the primary function of the Welsh Food Advisory Committee (WFAC), as provided for in the Food Standards Act 1999. In carrying out this purpose, the WFAC is looking to utilise the Sharepoint IT environment which is in the process of being developed within the Food Standards Agency (FSA). A Sharepoint environment would allow WFAC members to exchange information, allowing the Committee to be more responsive and to plan and agree forward agendas without needing to meet. This would increase both efficiency and effectiveness.

2. Improving stakeholder engagement

During 2009, the WFAC adopted a new approach to its meetings. It replaced traditional style open meetings with *themed open meetings* providing stakeholders with more opportunity to engage with the FSA in issues relating to the themed agenda, and more widely. During 2009, themed open meetings were held throughout Wales, with two meetings devoted to Dietary Health issues and one meeting on Primary Production issues. This has led to significantly more stakeholders attending – with average registrations for WFAC meetings increasing from fewer than ten to around 30.

The WFAC has recently reviewed the effectiveness of this new approach and has concluded that the revised meeting format provides more opportunity to learn and understand the concerns of the Welsh stakeholders and provides a broader and more transparent foundation for advice from the Committee to the Board. WFAC has concluded that it will continue to adopt a themed approach for 2010-11 and has agreed a schedule of themed meetings as follows. These open meetings will be supplemented with business meetings as required, for example, to plan future agendas.

2010	
7/8 April	Themed open meeting in Cardiff, South Wales. <i>Theme for open session - Local Authority Enforcement</i>
22 July	Themed open meeting in the Royal Welsh Agricultural showground, Builth Wells, mid Wales. <i>Theme for open session – Primary Production</i>

3/4 November	Themed open meeting in Bangor, North Wales. <i>Theme for open session - Sustainability and Food Security</i>
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WFAC's work-plan for 2010-11 assumes that the information technology detailed above, becomes available during 2010.

3. Finances

Annual operating costs associated with the WFAC are detailed below.

	08/09	09/10 (est)
	£	
Members salaries	42,552	42,552
Members' T&S	1,282	1,808 ¹
Total	43,834	44,330
Catering	371	700
Advertising and printing	14,326	4,000 ²
Hire of Rooms	935	575
Accommodation	4,003	2,100
Total	19,635	7,375
Secretariat Salaries	24,377	24,986
NI contribution	1,791	1,835
Employers Pension	4,625	4,741
Total	30,793	31,563
Grand Total	94,262	83,268

¹ Includes a visit of WFAC Chair to view NIFAC proceedings.

² 08/09 relates to 4 open meetings. 09/10 relates to 2 open meetings.