

South West Healthy Livestock Initiative Regional Advisory Panel

TERMS OF REFERENCE and WORKING PRACTICES

1 PURPOSE

The South West Healthy Livestock Initiative Regional Advisory Panel (SWHLI RAP) aims to co-ordinate a programme which will 'achieve an uplift in the profitability of the South West livestock industry by improving health and welfare among farmed animals'. See Annex 1 for context.

The Regional Advisory Panel will have three principle roles:-

- 1.1 To act as a cross-sectoral framework group; members would use their technical expertise and knowledge to provide an initial assessment of the priorities for an effective healthy livestock programme and how any budget on future SWHLI projects might provide best value.
- 1.2 To consider the views of the industry, the practicalities of what can be achieved and make recommendations for future activity in interim and final reports. These reports would acknowledge any issues raised by the industry during consultation.
- 1.3 To support the development of sector specific projects and building in the success criteria over the six year programme and ensuring longer term sustainability for the industry.

The Regional Advisory Panel will be a pool of technical advisers drawn for their individual expertise; comprising twelve representatives from a range of organisations (see section on Membership).

2 OBJECTIVES

The objectives of the Regional Advisory Panel are to meet the aims of the SW Healthy Livestock Initiative, which is to 'achieve an uplift in the profitability of the South West livestock industry' by:-

- improving health and welfare among farmed animals;
- optimising levels of animal performance;
- improving quality of meat, milk, hides, fleece, etc, leading to better marketability/higher prices;
- reducing direct costs and wastage.

These objectives will be achieved through a programme of co-ordinated projects which will increase the knowledge and skills of practitioners within the industry on subjects such as genetics, nutrition, fertility, environment (housing etc.), prevention, diagnosis, control and treatment of diseases and parasites.

3 FUNCTION

The Regional Advisory Panel is a strategic framework group i.e. not a policy or delivery group, but one drawing together the programmes. Its functions will be:-

- 3.1 Reviewing current activity in farm animal health, acknowledging the gaps and so providing a robust evidence base.
- 3.2 Debating cross-sectoral and sector specific issues, identifying gaps and priorities for a profitable and sustainable SW livestock sector.
- 3.3 Formalising a 5 year vision with a co-ordinated set of specifications and objectives e.g. putting together the framework for tender documents
- 3.4 Obtaining the agreement and a stronger mandate from industry, via a cross-sectoral and sector specific workshops.
- 3.6 Achieving genuine public/private sector partnership – enabling action, assisting in driving the SWHLI forward and making people aware of what obstacles need to be addressed.
- 3.5 Communicating progress and championing the SWHLI at sector specific, regional and national levels.
- 3.6 Preparing interim and final reports and making recommendations to the SWRDA, the England Implementation Group, the Sustainable Farming and Food Board and the SW CoRE Membership.

Longer term functions after the first year, should the SWRDA deem it necessary:-

- 3.7 Advise on the development of programme plans to the Management Board(s) of the various projects.
- 3.8 Technical auditing role of monitoring and evaluating the performance of the Management Board(s).

4 PRINCIPLES


- 4.1 Achieve consensus by the industry and ownership of the outcomes.
- 4.2 Ensure that the overall programme and related projects are achievable and practical.
- 4.3 Procurement of future projects offers best value for money.
- 4.4 Encourage a co-ordinated, collaborative and innovative approach, offering cross-sectoral involvement for the SW livestock sector.
- 4.5 Ensure that an effective delivery mechanism that will be utilised by the industry is procured.
- 4.6 Seek to ensure sustainability for the SW livestock sector
- 4.6 Communicate in an effective and clear way that engages the industry.

5 WORKING PRACTICES

5.1 Membership

The Members of the South West Healthy Livestock Initiative Regional Advisory Panel (SWHLI RAP) will be representatives of organisations, rather than appointed individuals, ensuring better accountability and transparency, and making it a 'true and representative stakeholder group'. Organisations would be encouraged to provide a deputy representative to attend meetings in their absence.

The membership of the SWHLI Regional Advisory Panel includes:-

	Role/Sector	Name	Organisation/Sector
1	Chairman	Richard Stanbury	Private Sector Farmer/Consultant/ Dairy Processing/Beef Cattle and Poultry (laying enterprise)
2	Dairy	Tim McKendrick	The Dairy Group
3	Dairy	Duncan Forbes	Kingshay Farming Trust
4	Beef	Phil Hadley	English Beef and Lamb Executive (EBLEX)
5	Sheep	Peter Baber*	Farmer/NSA/Meat SW
6	Pig	Helen Thoday	British Pig Executive (BPEX)
7	Poultry and game	Charles Bourns	Farmer/NFU/Poultry (broiler)
8	Industry	Julie Edwards*	NFU
9	Animal Health 	Ben Bennett (interim)	Animal Health
10	Veterinary Academic	Nick Bell	Bristol University – Veterinary School
11	Veterinary Practitioner	Dick -Sibley	West Ridge Veterinary Practice/English Implementation Group
12	Veterinary Scientific	Brian Preece	Veterinary Laboratories Agency
13	Knowledge Transfer/Education	Richard Soffe	Duchy College – Rural Business School
	Observer	Tim Dart	SW RDA

	Observer	Helen Thompson	GOSW
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A Vice-chairman or sector chairman may be selected once the group has been formulated.

- * Member of Meat South West
- Special requirement of the RDPE Offer
- Member of the Defra's England Implementation Group·

5.2 Reference Group

Whilst it is very important that everyone involved within the livestock sector is represented during the development of the programme, it is impractical to include each and every organisation on the Regional Advisory Panel and so a reference group, with respected experts in the livestock sector and associated delivery bodies will be established. For a list of those organisations currently on the Reference Group, please visit the SWHLI website www.swhli.co.uk.

5.3 Register of Interest

There would be no exclusion of potential delivery agents on the Regional Advisory Panel, as their expertise is necessary to the success of the overall programme, however all members would be required to complete a Register of Interests form which would be available publicly. Furthermore, should at any point during a meeting a member believe there to be any conflict of interest, s/he would be required to declare this. They would likely then be asked to contribute their opinion before leaving the room whilst a full and frank discussion continued in their absence.

5.4 The Seven Principles of Public Life

The SWHLI Regional Advisory Panel will conduct themselves in accordance with the Seven Principles of Public Life.

5.5 Chairman

The Regional Advisory Panel is under an independent Chairman. This open appointment follows a selection panel Chaired by John Lee, Chairman of the South West Sustainable Farming and Food Board and including Julie Edwards of NFU (who stood in for Melanie Hall Regional Director NFU) and Catherine Mead, Chairman of the Cornwall Agrifood Council and a SW CoRE Board Director.

5.6 Secretariat

South West Food & Drink will provide the secretariat for the SWHLI RAP. The contacts are Nick Cork (Project Manager) and Annabelle Priest (Project Administrator). Email nick.cork@southwestfoodanddrink.com and annabelle.priest@southwestfoodanddrink.com or phone 01392 878334.

5.7 Meetings/Workshops

The Regional Advisory Panel will normally meet quarterly with the option to meet on an ad hoc basis to address specific and/or urgent issues. It is also envisaged that sector specific meetings will also take place separately.

In addition, the Chairman or a representative may be asked to participate in the South West Chamber of Rural Enterprise's bi-annual plenary meetings which bring together a wide range of regional stakeholders to consider topical farming, food and rural economy issues; or report to the Sustainable Farming and Food Board.

Minutes of all meetings will appear on the SWHLI www.swhli.co.uk website.

5.8 Reporting

The Regional Advisory Panel will provide technical assistance in support of the preparation of interim and final reports detailing presentation of findings, modifications to, and recommendations for potential future projects.

5.9 Agenda

The agenda for Regional Advisory Panel meetings will be agreed between the Chairman and Secretariat two weeks before meetings (urgent items may be added at short notice if necessary). Items for discussion are likely to fall into the following categories:-

- i. consideration of animal health priorities under the SWHLI and proposed delivery mechanisms;
- ii. consideration of feedback from the industry, via market research to determine the delivery mechanism and via cross-sectoral and sector specific workshops.
- iii. progress on chapters of the interim and final reports.

5.10 Work outside of meetings

The Chairman may consider seeking members to carry out additional work on key sector specific issues outside of the meetings. These representatives and their work tasks would be elected at full meetings of the Regional Advisory Panel.

It is expected that some preparation time and possible attendance at ad hoc events will be required.

5.11 Equal Opportunities

SWFD is an equal opportunities employer and is committed to ensuring within the framework of the law, that our workplaces are free from unlawful discrimination on the grounds of colour, race, nationality, ethnic or national origin, marital status or disability. For further information on SWFD's equal opportunities policy, please request a copy of the employee handbook.