

**THE INSTITUTE OF BREWING & DISTILLING**

**A MEETING OF THE COUNCIL**  
**WAS HELD AT DIAGEO, EDINBURGH PARK, EDINBURGH,**  
**ON WEDNESDAY 2ND JULY 2008 AT 1030 HOURS**

**PRESENT:**

Dr D S Ryder (President), P Ward (Deputy President), Dr F H White (Immediate Past President), Dr J M H Andrews (Strategic S-C Chairman), K J Fairbrother (Treasurer), N Fitch (IBBS), R Beattie (Scottish Section), D Meads (Asia-Pacific Section), D John (GNS), P Morehead (Irish Section), A Kennedy (Africa Section Rep), T Swann (UK Southern Section Rep), S Jackson (Secretary)

**IN ATTENDANCE:**

Dr D G Taylor (Chairman BOE), Mrs E J Negus-King (Office Manager), Dr Anne Mundy

**APOLOGIES:**

Prof GG Stewart (Pubs S-C Chairman), R Putman (Editor B&DI), T Davies (Midland Section), R B Bussell (Asia Pacific Secretary), J van der Watt (Africa Section), Ms S van Zandycke (Int'l Section), T O'Rourke (Southern Section)

**C08/11**

**WELCOME**

The President welcomed Councillors to the IBD Council meeting and thanked Diageo and Alan Barclay for hosting the meeting. He welcomed Dave John (Chairman UK Great Northern Section), Terry Swann (Secretary UK Southern Section) and Alastair Kennedy (representing the Africa Section) to their first Council meeting. President noted that this would be Dr Harry Whites last Council meeting, and thanked Dr White for the changes that he had brought about during his time on the Council. These changes had led the IBD to a new more secure footing within the industry and enabled the Institute to move forward.

Dr White thanked the Council and reflected on his four year term at Deputy, President, and Past President. He stated that he believed the IBD to be a more forward thinking organisation now, and thanked the support that he had received, especially from Dr John Andrews, Ken Fairbrother, and the forebears of the current Council attendees.

**C08/12**

**MINUTES & MATTERS ARISING**

Minutes were signed as a true and accurate record.

Matters arising will be dealt with during the meeting.

**C08/13**

**MEMBERSHIP MATTERS**

**Items 13.1 – 13.6** were expanded upon. Attached as Appendix A.

Simon Jackson reviewed the details contained within the report, reviewing the trends of membership which has lead to an increase of net 57 new (reinstated) members on this time last year. This has been partly due to an increase in the International Section – candidates going through UC Davis, who are now signing up post course to the IBD.

**13.7 Fellowship**

The following nominations for Fellowship have been received since the last Council meeting in December.

Alastair Kennedy (Africa)  
James Bruce Wilkinson (UK Midland)  
John Piggott (Scottish)  
Simon Jackson (UK Southern)  
Alan Pateman (UK Southern)  
Peter Ward (UK Southern)

Proposal to accept the Fellows nominations:-

Proposed: D Ryder; Seconded by: H White; Unanimously resolved.

**Deputy President Nominations**

No further nominations received. New nominations for Deputy President will be examined, and ideally source someone from the A-P Section, or the Distilling industry, the Deputy will need to come on board in two years to succeed A Kennedy.

**13.9 Obituary**

Peter H James (UK Southern)  
Henry Bacon (UK Great Northern)

The names of recent late members were read out by the President, and Council stood in silent respect.

**ORGANISATION & MANAGEMENT****14.1 2007 Audited Accounts & 2007 Trustees Report**

Reports were pre-circulated to Council and will be posted on the IBD website.

Points to note:-

- Most of the surplus in 2007 was generated from the IBC Manchester conference.
- Two points of difference on income generated are between Training/Conferencing and Donations, both of which have both increased significantly year on year.
- Within the restricted funds (IBD Grant Fund) all commitments that have been made for the next 1, 2, 3 & 4 years are now included in the accounts.
- The IBD is now in a positive state for moving into the future.
- Proposal to increase subscriptions from £95 - £99, £68 –£72, Students to remain at £35. Fixed for two years. Overall since 2000 subscriptions will only have increased by 10%.

S Jackson will draft a letter of benefits, highlighting our core ‘toolbox’ and what we provide to the industry, which will be sent to all members. Important to engage companies, ensuring that we highlight the new benefits of the IBD and what we now have to offer.

SRF discussed the issue of subscriptions during their meeting yesterday, and confirmed that the sections supported the Council in this move but would continue to work with HQ to identify and communicate added value initiatives

Proposal that the new subscription rates will be taken forward to the AGM this afternoon:

Proposed: K Fairbrother; Seconded by: P Ward; Unanimously resolved.

**14.2 2008 Management Accounts to April 2008**

All indications at the end of April are that the IBD will break even at the end of 2008. Going forward should show a surplus of £25,000 instead of the breakeven previously forecast. Tough budgets have been set for the advertising.

Additionally Beer Academy is going from strength to strength. The business has massive potential, and currently our profile has been picked up by a number of press (The Times, The F-Factor, The Mail, etc). The Fathers Day write up in The Times, was the fourth time in the last 3 months that we have been mentioned. This week there will be a write up in the ‘London Paper’, all of which is good news for the IBD and Beer Academy. There appears to be a lot of interest in careers within the brewing industry, which is reflected in the amount of interest that the press have shown in the Beer Academy and the IBD.

There has also been an additional donation from the Brewers Guild of £35,000, and it has been suggested that this utilised to assist sections with continuous professional development by way of running training courses/seminars/conferences.

There is a brewing conference in November to be held in Cork (6-7 November) which the IBD is currently supporting - there is the potential to help ensure that this event is underpinned by the fund.

The training course/conference that was held in Vietnam in April this year in Ho Chi Minh, Vietnam was a huge success and the AP Section (via Gary Bett) managed to engage a huge number of enthusiastic younger delegates (approx 120 - 130 delegates). There was a small amount of sponsorship and the costs to delegates were kept very low with subsidies from the AP Section and the IBD. This conference should be held up as a model for future events, ensuring that different events are tailored to meet the needs of different groups/markets. Point to note that there was a dual presentation – as all the slides were translated into Vietnamese as well as shown in English. The AP

Section has an excellent strategic planning group lead by Bill Taylor who identify areas of development.

Allocations of money for supporting the IBD Younger Members had been made, with £500 for the UK and Irish Sections, and £1,000 for the three International. This will start from the 2008 half year period.

C08/15

## **EDUCATION & TRAINING**

### **15.1 Update on Activities**

Training activities have doubled year on year. Key drivers are the co-operation between Brilliant Beer Company in running the Diploma and Master Brewer training – offering split training courses.

- Overall levels of training in 2008 have been significantly ahead of 2007.
- Delivery of Diploma and Master Brewer training in the British Isles has been combined with Brilliant Beer under the one heading of IBD training. This has seen uptake levels double as we have created a scale of offering and the option of residential or non residential training.
  - i) Costs for the non residential training in Ireland caused concerns as the level of uptake was very good and with a cost per candidate fee structure in place this raised the overall cost. The final cost was reduced to reflect this and costings for 2009 are already being discussed with Skillsnet in Ireland.
- A move towards provision of training for distilling was progressed and the feedback is under review to see what can be offered for 2009.
- The Fundamentals of Brewing course at Durham has been re launched and 20 delegates attended. This was jointly run with Brewlab and will be offered again in April 2009.
- The Asia Pacific Section ran a very well attended and highly successful three day workshop in Vietnam which attracted 140 delegates. The style and format will be the model for further workshops across the region.
- The Beer Academy is busy and bookings for June, July and August mean that we have a full programme. Additional tutors have been recruited to support the programme.
- Training for examinations was completed in Jamaica and the USA.

Small amounts of Distilling training have been offered, running parallel to the Brewing Course. This has not been hugely successful, so it is intended that next year a separate Distilling training courses will be run. S Jackson will liaise with Dr Tim Dolan over setting up courses for 2009.

### **15.2 Delta Brew**

Application made for Euro 450,000 grant from the EU. We have passed the first phase, and we were given 10 days to submit our next set of information - we received 14 letters of intent from our partner organisations. We will await the next communication.

C08/16

## **EXAMINATIONS**

### **16.1 Update on Activities circulated to Council, attached as Appendix B.**

GCD – updated on the report, the pass rate has been confirmed at 70%, rather than the stated 60% in the report.

Diploma in Distilling – incorporation of the molasses into the examination will allow a much great number of potential candidates in other areas. University of West Indies & West Indian Rum & Spirits Producers Association (WERSPA) have been contacted and it is thought that they will support us once this amendment has been made. We have the support of Frank Ward (an IBD examiner and President of the WIRSPA).

Companies in South Africa have also been contacted – KWV, Distell, etc by Simon Jackson – via initial contacts made by Lionel Maule.

Fundamentals in Distilling should be available from January, the draft syllabus has been completed.

It was thought that the Diploma in Packaging should be marketed to the beverage companies rather than just the IBD members. Currently the syllabus is specific the beer packaging, the ideal is to extend the scope to incorporate other beverages (spirits, etc), but it is important that the current examination format is ‘bedded-in’ before starting on the next stage of this examination. It was agreed that there is a huge potential for this examination, and it was important to market it to the right audience. It was seen that if the IBD looked at a more generic form of packaging i.e. packaging carbonated and still products, this would help profile the examination to reach a greater audience.

Master Brewer Review Meeting was held on the 29<sup>th</sup> May, with Harry White in the Chair. Minutes are attached to the report (Appendix B).

## **Resources and Sequencing**

- 1=) Fundamentals in Distilling
- 1=) Bioethanol Examination
- 2) Packaging Examinations
- 3) Opaque Beer Production

A project plan for development of these options will be put together in time for the next Council meeting by Simon Jackson.

The plan will also include a timeline for any possible move to an Accrediting Body under the UK QCA

### **16.2 Bioethanol (Bio-alcohol) Qualification**

GG Stewart pre-circulated his report: At the last IBD Council meeting in March, 2008, it was decided to develop preliminary syllabi for the General Certificate and Diploma qualifications in Bioethanol. A task force consisting of David Taylor, Graeme Walker and Graham Stewart was established to undertake this task. The task force first met on 13th May 2008 and a preliminary list of topics prepared. It was decided to concentrate on the General Certificate in the first instance. David Taylor has prepared a draft syllabus for the General Certificate in Bio-alcohol Production and submitted it to the other two members of the taskforce. He awaits their comments!

It was noted that this could be incorporated into the GCD examination, although opinion was sought from Council as to whether this should be a completely separate examination.

It was agreed that it should be a completely separate examination, with a separate examining body, with the syllabus ready for September – first examination to be held in November 2009.

Currently the costs involved are D Taylor/G Stewart's time, but standard cost for getting an examination started is £12,000 - £15,000. S Jackson will provide a 'payback' breakdown for the next Council meeting.

### **16.3 Succession Planning for the BOE**

Nominations are encouraged for new examiners to join the BOE. More and more internationalisation is required. Note: International examiners Dave Thomas and Helen Salisbury have just joined the team of examiners.

C08/17

## **PUBLICATIONS & COMMUNICATIONS**

### **17.1 JIB & Archive Project**

Report pre-circulated to Council, attached as Appendix C.

Council wished to thank Dr Russell for all her hard work on this massive project.

Availability of the JIB on line to anyone, meets the needs of our charitable status, so it is important that we retain this facility as available to the general public or section of the general public.

### **17.2 B&DI**

No report submitted, as all is well with the Brewer & Distiller International. Council thanked the Editor, Roger Putman, for taking the magazine from strength to strength.

### **17.3 IBD Website**

S Jackson showed Council a idea of what the new IBD website will look like. The new website will contain the facility within Membership and the Learning Zone menu options where there are areas that can be made only accessible to the members, i.e. articles from the B&DI.

**CONVENTIONS & CONFERENCES****18.1 Asia Pacific – Auckland 6-11<sup>th</sup> April 2008**

David Meads pre-circulated a summary of the AP Convention – attached as Appendix D.

Overall it was a very successful conference, with the highlights on delegate numbers, the craft brewers forum & taste seminar, coverage in the B&DI and the Horace Brown award presentation to Prof Graham Stewart.

The next A-P convention will take place on the Gold Coast from 15th-19<sup>th</sup> March 2010.

**18.2 WDSC – Edinburgh 7<sup>th</sup> – 10<sup>th</sup> September 2008**

Richard Beattie summarised the position to date on the WDSC 2008. Continuing to develop, but delegates are what we are looking for at the present moment. Targets for sponsorship were set quite high, the programme is almost complete (with a couple of slots missing). Promotion to sponsors to get them to highlight the conference is the next advertising step.

Proceedings of the 2005 WDSC Conference have just been published, and these should be advertised on the IBD website, and also in the B&DI.

It is intended that a lists of abstracts from all the conferences that the IBD has run will be available on the new website with a link to where a copy can be obtained (depending on how the proceedings have been published and the rights to sales retained).

**18.3 IBC 2010**

Steering Committee has been reformed with John Redman as independent Chair, and the Programme Committee chaired again by Professor Katherine Smart.

The venue in Manchester has been booked and convention dates briefed to market place. An conference organisation partner is currently in the process of selected, with a preferred supplier identified and the committee await a final budget proposal.

Next meeting of the Steering Committee will be on the 17<sup>th</sup> July and it is hoped that there will be marketing material available to commence publicity during the World Brewing Congress.

**18.4 Craft Brewers Conference, San Diego – April 2008**

Some 1200 delegates attended, and the IBD booked a stand for the first time. Located opposite the University of California Davis, the stand received much interest in membership, examinations and copies of the B&DI went like hot cakes! Prof Michael Lewis was formally recognised during the event for his work in the industry, and during Prof Lewis's presentation, he mentioned the IBD several times. Council agreed that it had been the correct decision to attend with a stand, and the IBD brand/name is definitely becoming better known within this developing market.

**IBBS REPORT**

Nigel Fitch reported on the IBBS to Council, report was pre-circulated as below.

*From 14<sup>th</sup> Dec 2007 Council minutes:*

*“The IBBS were requested to issue guidelines to Council on who is eligible to apply.”*

*This request was reviewed at the March meeting of the Committee of Management and from the minutes it was noted that the group covered were:*

*“Professional brewers and distillers (either by experience or qualification) and management members of the brewing/distilling team and this could include laboratory personnel and logistics where a logistics person reported direct to the head of the brewing management team. The Chairman reminded the Committee that all grants awarded were at the discretion of the Committee”*

*At the same meeting there was discussion on how the IBBS could use the assistance of the IBD to extend awareness of the IBBS to this community. Firstly it was requested that the IBBS could be informed when a Member died so that, if appropriate, a letter could be sent to the family informing them of the IBBS. Secondly there was a need to create greater awareness of the IBBS in the British and Irish Sections, especially amongst those who may be new to the Industry.*

### Update on IBBS Activity

*Finances remain in good order, with the two investment accounts (the original and the proceeds from the Brewers' Guild Trust) showing gains in value over the year. The latest valuation (12/6/08) gave our combined Portfolio having a value of £1,617,697 against last year's (30/6/07) £1,465,463. This is despite the current economic climate.*

*In March there was the annual meeting of the IBBS Trustees (Peter Ward, Ken Don, Giles Dennis), the Chairman (Nigel Fitch), Vice-Chairman (Chris Hellin), Treasurer (Ian Swanson) and the Secretary (Julie Barker) with the Society's Financial Advisers (Thesis). This approved the direction for the coming year, which was to continue the original fund as an income earner whilst the new fund was targeted for growth. The Society had good cash reserves.*

*The Society is currently looking after 11 cases. This is a reduction on the previous reports as some cases have been taken off the list since they have been dormant (not needing assistance or visits) for a considerable period or sadly passed away. IBBS is always looking for new cases and it is not necessarily just the "elderly" that could qualify. The Committee would look at an education bursary if it could be shown to be a hardship case. The Committee of Management always end each quarterly review of cases and grants with the words: "It was agreed that all grants made this day were made on the grounds of relief and need in reduced circumstances".*

The IBBS looked to the IBD to help raise their profile to those identified by the remit of the IBBS - within the UK/Irish Sections. Additionally, the IBBS stated they would be happy to receive any suggestions or nominations of people who they may contact who may be in need of their assistance. Initial contact would be to outline the IBBS remit and make an offer of support where applicable. The IBBS highlighted that they did not just help the 'elderly' but there are cases of members under 40, and additionally they are looking to help members in the cases of education where there is undue hardship, which would lead to education not being able to be undertaken. It was confirmed that the IBBS Trustees meet annually, and the IBBS Management Committee meet quarterly.

**C08/20**

### **EBC ANALYSIS COMMITTEE**

Previously a member of the IOB Analysis Committee, Dr Mundy now works for Coors Brewers in the Technical Department. Dr Mundy is now Chair of the EBC Analysis Committee, which demonstrates a faith and boost for the IBD that EBC has confidence within the UK industry and the IBD.

Dr Anne Mundy presented a report to Council – attached as Appendix E.

Dr Mundy requested suggestions from the IBD Council for a list of members (both UK and International) who would be interested to serve on the EBC Analysis Committee, who would then be available to sit on the Steering Group as and when positions become available.

The Council agreed that when the EBC Analysis Committee meeting is due to be hosted in the UK (meetings rotate its venues through the committee member countries) the IBD would be more than happy to host/support the meeting venue and refreshments/lunches.

EBC Methods Analytica are available through the publishing house for sale. This will be advertised through the new IBD website.

S Jackson asked Dr Mundy to ensure that the IBD are on the circulation list to receive updates to the methods.

Dr Mundy reported that the ASBC and the EBC will be working towards amalgamating both sets of their methods, so that there will eventually be one set of 'methods' that are standardised throughout the world. The BCOJ has also been in touch with the IBD to encourage them to progress this process. Note: A protocol was signed in 2007 between ASBC and BCOJ.

Council requested that Dr Mundy provide periodic updates to Council, so that the Council is able to support Dr Mundy wherever/whenever possible. An minimum of an annual update to Council was requested, with periodic written updates to be submitted for circulation to Council and the membership as appropriate. Dr Mundy will seek permission from the EBC to publish the minutes of the Analysis Committee meetings on the IBD website.

Dr Mundy to produce an up the EBC Analysis Committee to be completed and published in the B&DI, highlighting when and where opportunities for positions on the sub-committees.

S Jackson to investigate whether a reference copy is or can be held at the National Brewing Library at Oxford Brookes University.

C08/21

**ANY OTHER BUSINESS**

**21.1 Brewer of the Year**

The IBD have been officially appointed by the APPBG to nominate the 'Brewer of the Year'. In recognition of this, they included the IBD logo on their menu card for the annual dinner held in June. This year, Ian Dixon - Production Director of Shepherd Neame was awarded Brewer of the Year at the event.

**21.2 New Awards**

The Gin & Vodka Association have agreed to fund the award for the best candidate in Paper Two of the Diploma in Distilling. The first award will be made in 2008.

Worshipful Company of Distillers have kindly indicated that they wish to increase their support for the IBD distilling awards. Final discussions/agreement of the exact parameters of their support are currently being determined.

**21.3 SRF**

At the meeting held on the 1<sup>st</sup> July 2007, the Section Representatives 'Terms of Reference' were agreed and signed off. The Section Representatives have appointed a member of the Clarges Street staff to sit on their committee, ideally the Registrar where possible.

A new name for the SRF has been agreed as the Section Representatives Committee (SRC).

All sections have reported a good uptake on their functions, with complete events/functions planned for the coming year. Please note that two of the upcoming dinners are being held on the same date:-

17<sup>th</sup> November 2008 – Irish Section Dinner

17<sup>th</sup> November 2008 – UK Great Northern Section Dinner

The general feeling was that the events section of the new IBD website will give much better visibility to the events that are taking place within the sections.

C08/20

**DATE OF NEXT MEETINGS**

Autumn Council – Wednesday 5<sup>th</sup> November 2008, at Fullers Hock Cellar, Chiswick, London

Spring Council - Wednesday 4<sup>th</sup> March 2009, venue National Brewing Library, Oxford Brookes University (This meeting date may need to be moved, as currently it clashes with the Africa Section Conference, running from the 1-5<sup>th</sup> March 2009).

Council & AGM – Wednesday 1<sup>st</sup> July 2009, venue t.b.c.