

**THE INSTITUTE OF BREWING & DISTILLING**

**A MEETING OF THE COUNCIL**  
**WAS HELD AT GRIFFIN BREWERY, CHISWICK, LONDON**  
**ON WEDNESDAY 5<sup>TH</sup> NOVEMBER 2008 AT 1030 HOURS**

**PRESENT:**

P Ward (President), A Kennedy (Deputy President), K J Fairbrother (Treasurer), N Fitch (IBBS), J Round (Midlands), D Meads (Asia-Pacific Section), J van der Watt (Africa Section), P Comline (GNS Section), T Swann (UK Southern Section Rep), S Jackson (Secretary)

**IN ATTENDANCE:**

J Findlater (Irish Rep), Mrs E J Negus-King (Office Manager)

**APOLOGIES:**

Dr D S Ryder (Immediate Past President), Dr J M H Andrews (Strategic S-C Chairman), Prof GG Stewart (Pubs S-C Chairman), R Beattie (Scottish Section), T Davies (Midland Section), C O'Brien (Irish Section), Mr R McCaig (Int'l Section), T O'Rourke (Southern Section), Dr D G Taylor (Chairman BOE), R Putman (Editor B&DI), R B Bussell (Asia Pacific Secretary)

**C08/21**

**WELCOME**

The President welcomed Councillors to the IBD Council meeting and thanked Fuller, Smith & Turner – John Keeling and Derek Prentice for hosting the meeting. He welcomed James van der Watt (Africa Section) and Peter Comline (UK GNS) to their first Council meeting.

**C08/22**

**MINUTES & MATTERS ARISING**

Minutes were signed as a true and accurate record.

Matters arising will be dealt with during the meeting.

**C08/23**

**MEMBERSHIP MATTERS**

**Items 23.1 – 23.6** were expanded upon. Attached as Appendix A.

Simon Jackson reviewed the details contained within the report, reviewing the trends of membership. Many final subscription payments for 2008 have recently been paid and IBD membership now stands at 3,616 (Nov '08) versus 3,614 in Nov '06 demonstrating that membership is holding firm over the last two year period. There have been many growth areas in the last 6 months, due to good networking and active contacting of lapsed members, reflecting a positive membership situation. Growth areas were particularly identified as Asia Pacific, India and North America.

Any tailing off of membership was identified as being due in some part to the fact that once qualifications are attained there is a reduction in the perceived value in retaining membership of the IBD. This area does need to be addressed, perhaps through company recognition of membership, rather than just individual memberships. A-P Section appears to retain their members with a little better success, possibly due to the expansion of the craft brewers arena, and the fact that their Secretary (Roger Bussell) is extremely good at targeting retiring members – actively pursuing the retiring member to ensure they are retained at MIR (Members in Retirement) status if eligible. The definition of MIR are those over 50, who have 20 years service to the IBD and are retired. Clarges Street will provide a list of members by section who have 20 years service, so that as members come up for retirement, the sections are aware of who is eligible for MIR.

Growth in the UK in the next year will be more difficult due to the consolidation of the brewing industry, but one area of potential was determined as the craft brewers and suppliers. There is still some resistance to the perceived vision of 'large/corporate brewers' and of an 'us and them' view between large and small breweries. Another point to note is that some members in the craft brewing sector make their living teaching in this arena, and the IBD could potentially be seen as a threat to their potential training income. There is potential to turn this into an opportunity as such trainers could be recruiters for the IBD – and indeed some have been very supportive in this respect.

Additionally, there will be pressure on everyone worldwide in the coming year, the IBD will look at the areas of potential i.e. distilling, age profiles, allied traders to identify if growth areas for membership exist. The BFBi partnership with the IBD on IBC 2007 and supplying the B&DI magazine to their members, was seen as a huge benefit, bringing higher visibility and raising the profile of the IBD in new arenas.

### **23.7 Fellowship**

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

David Meads (Asia Pacific)  
Frank Lynch (Irish)  
Anthony Manuele (International)  
Paul Buttrick (Great Northern)

Proposal to accept the Fellows nominations:-

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

As David Meads was in attendance at the Council meeting, he was presented with his Fellows Certificate by the President.

### **23.8 Deputy President Nominations**

No further nominations received. Please submit any nominations for future Deputies to Simon Jackson.

### **23.9 Obituary**

Kenneth Baby (Great Northern)  
Allan Green (Great Northern)  
Peter Scully (Southern)

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

It was noted that a letter of respect should be sent to the next of kin, with mention of the IBBS to those members who are within the UK and Irish Sections, from the Executive Director on behalf of the IBD. Section Secretaries are to ensure that whenever deaths are notified to Clarges Street HQ, that the next of kin details are supplied.

**C08/24**

## **ORGANISATION & MANAGEMENT**

### **24.1 Management Accounts to September 2008**

An additional gift of £35k from the Guild Trust has been received. The IBD will be in surplus in 2008 to a level of approximately £40K. The situation going forward is that the IBD has retained its costs completely. Training income has been better than expected and Exams and Publications are slightly under budget, however overall the accounts balance.

2009 budget is currently being worked on and should equal the 2008 budget, if not show a small surplus. Assumptions have been made that subs should bring a little more, exams will increase, publications should also show a saving on previous years, but training is not expected to be as good as strong as the very good 2008. Building work on Clarges Street and overseas travel will both be less than in 2008. Budgeted surplus is estimated at £2k in 2009.

K Fairbrother formerly thanked the Guild Trust for the gift we received in 2009. A letter of thanks had already been sent by the Executive Director at the time of donation to John Redman (Chair of the Guild Trust).

A point to note - £300k has been donated the IBD/BBPA to set up the 'JJ Morrison Award'. This sum has been ring-fenced for the award to provide education/training for students. It is intended that the amount will be invested and the interest only will be used for the annual award. The first award was made in 2008.

**C08/25**

## **EDUCATION & TRAINING**

### **25.1 Update on Activities**

Report pre-circulated – as at Appendix B.

Training looking quite promising for the Diploma and D/L courses. Applications for the split courses from the UK specifically have been slow this year for the 2009 courses. To date, there have been no specific bookings received for bespoke training courses for 2009. It is anticipated that overall training will be a reduction on 2008, but far in excess of courses run in 2007.

## 25.2 Bioethanol Qualifications

A report was pre-circulated from GG Stewart, as below:-

*A meeting of the Bioethanol Syllabus Planning Group (Graeme Walker, David Taylor and Graham Stewart) was held on August 26, 2008. It was agreed to initially focus on the General Certificate examination with other compounds, including butanol, being addressed at a later date. Consequently, the name of the qualification will be: General Certificate in Bioethanol Production (GCBP).*

*It is believed there is considerable potential for the GCBP in the UK (for example, BP), Europe (from grains and sugar beet), South America (from cane sugar) and in North America where there are 50-70 plants generating bioethanol from maize in the mid-west corn belt plus ligno-cellulose plants (2<sup>nd</sup> generation) in development or in operation.*

*At the Distilled Spirits Conference, Graeme Walker and Simon Jackson agreed to 'sound out' relevant delegates to ascertain interest.*

*The following topic categories for the GCBP were agreed and responsibilities allocated. The draft syllabus is to be completed by the end of October, 2008.*

1. *Overview, Definitions and Glossary of Technical Terms*
2. *Raw Materials and Feedstock*
3. *Raw Materials Processing (including exogenous enzymes)*
4. *Fermentation Technology - Theory and Fundamentals*
5. *Fermentation Technology - Applied (Applications, Batch /Continuous/Solid State)*
6. *Distillation Technology - Fundamentals of Distillation*
7. *Distillation Technology - Applied Methodology*
8. *Utilities - Energy*
9. *Utilities - Water and Effluent*
10. *Process Control*
11. *Quality Control - Microbiological Control*
12. *Quality Control - Plant Cleaning*
13. *Quality Management Systems (QMS)*
14. *Environment Issues*
15. *Co-Products - Generation and Utilization*
16. *Engineering and Maintenance*
17. *Health and Safety*

It was reported that relationships are being built with BP, and bioethanol producers in Brazil and the USA. The project is on schedule and offers a great opportunity for the IBD. S Jackson indicated that the draft syllabus would be sent out to all the Section Chairman, with the aim of informing the sections, raising the profile of the new qualification, and ensuring that IBD members (and potential members) are aware that this qualification is being developed.

## 25.3 Delta Brew

J Findlater updated Council that the application made in February 2008 to the EU for funding of £449,000 (Project Delta Brew) had been accepted for Phase I, and whilst unsuccessful at phase II, had been put on the reserve list. Feedback from the project had revealed that application achieved a mark of 69% and had needed 72% to be successfully progressed to the next stage (Phase II). The application had been well received, but areas for development had been identified, however the project had been viewed as potentially adding value to the EU – which was a very good thing.

The proposal is that an application will be resubmitted in 2009. The budget is currently being worked on in conjunction with the accountant and the treasurer, to ensure there is no negative impact on the IBD - if the application were successful. More ground work will be required with the other stakeholders to ensure they are firmly enlisted and supportive. Additionally potentially engaging the emerging European countries would be seen as a benefit.

Next submission window is February 2009. The scale of the opportunity for the IBD is enormous if this project is successful. One obvious benefit would be that it would enable the IBD to translate its examinations into many different languages.

Council supported the submission of another application in 2009.

#### **25.4 Qualification Development Progress Plan**

IBD Qualification Plan was pre-circulated – attached as at Appendix C.

NB The Fundamentals of Brewing examination has been modified for Chilled and Filtered and one for Cask.

C08/26

#### **EXAMINATIONS**

##### **26.1 Update on Activities**

Pre-circulated report from D Taylor – attached as Appendix D.

Once the M.Brew has been trialed, it is possible that the Dipl.Brew examinations are reviewed along the same basis. However, it is essential that the format of the M.Brew is supported/accepted by the industry/employers before any changes are made to the Dipl.Brew.

Awards winners this year have come from a truly worldwide cross-section of the membership, which demonstrates the excellent range and support of the IBD examinations.

Council was advised, that the IBD is actively seeking sponsorship for any examinations/modules that is not currently supported by an award. The intention is that every exam/module has an award for excellence.

City & Guilds have re-evaluated the IBD exams and they have all been raised one point, which is excellent news.

##### **26.2 Succession Planning for the BOE**

Candidates for the BOE and Accredited Trainers are actively being sort on an ongoing basis.

C08/27

#### **PUBLICATIONS & COMMUNICATIONS**

##### **27.1 JIB**

JIB Vol. 114 issue 3 is probably going to press next week and will be uploaded onto the website shortly. There is no shortage of papers for issue 4 and they continue to be submitted at a high rate. Everything is going smoothly with regards to the Journal. Considering the archive project, the old Journals we need are at Clarges Street and need to have them shipped to London, Ontario. Scanning work is progressing nicely but slower than planned due to the large number of papers being handled for current issues of the Journal.

The Council expressed their continued thanks to Dr I Russell for all her excellent work on the JIB.

Council wished to thank the Library & Archive Group and Chris Marchbanks for all their help in sourcing the back copies for scanning. These will be shipped to Canada shortly, for the scanning to continue.

##### **27.2 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.

Our current printer has responded to market conditions and a new advantageous contract/price has been agreed. The November and December 2008 issues of the B&DI will be printed at these new costs.

Council agreed with regards to the content of the B&DI, the Editor is doing a super job. More articles are being submitted which ensures that the B&DI remains fresh. Once the new website has been launched, then the B&DI will be reviewed to match the new fresher image.

##### **27.3 IBD Website**

Simon Jackson wished to express his thanks to Daniele Cannas who has put in an enormous amount of effort into getting the new website up and running. All things being equal, the website should go live this week. The SRC were shown the new website during their meeting yesterday. Dan's project management of the new websites allows the IBD to internally manage the content, which assists with keeping the cost of maintaining the website much lower than in past years.

## 27.4 IBD Members Handbook

The proposed IBD Members Handbook will contain the following sections:-

- IBD Vision Statement and Strategic Mission Statements
- Early / Past Presidents
- Members of IBD Council & Contact Details
- Head Office Staff and Contact Details
- IBD Section and Contact Details
- IBD Standing Committees - definitions
- List of Fellows – name, post noms, section, year of joining
- IBD Members List (Alphabetical by surname)
- Articles of Association
- Byelaws
- Membership Categories - definitions
- Summary of Awards – including descriptions of awards with history
- List of Award Winners – full list of names of winners
- Preparing for Qualifications
- Examinations – 2009/10 (incl. schedule of application deadlines)
- 2009 Events Calendar - Upcoming Conventions
- Trade and Professional Industry Contacts
- IBD Website – Guide on how to use
- Learning resources
- Beer Academy

It is intended that the Handbook will be produced with a CD option, subject to data protection issues.

C08/28

## CONVENTIONS & CONFERENCES

### 28.1 IBC 2010 Manchester 14-17 October 2010

The conference venue has been booked, together with a conference administration company/agency (Concord Services), and the venues for the social functions. Marketing started at WBC 2008 with the theme of 'Ahead of the Curve'.

### 28.2 WDSC 7<sup>th</sup> – 10<sup>th</sup> September 2008, Edinburgh, UK

Pre-circulated report – attached as Appendix E.

The conference was an outstanding success and well supported by a range of sponsors. This conference is now seen as 'THE' spirits conference to attend. Feedback forms received have all had strong positive feedback. The Scottish Section wished to thank the exemplary work by Clarges Street. Plans have started for WDSC 2011.

### 28.3 Africa Conference 1<sup>st</sup> – 6<sup>th</sup> March 2009, Drakensberg Mountain, South Africa

A report was pre-circulated as detailed below:-

- *The Convention will be held from 1 – 6 March 2009, at Champagne Sports Resort in the Drakensburg mountains in KwaZulu-Natal*
- *Topic is the 'Reality of Sustainable Development'*
- *The keynote speaker will be Prof. Wangari Maathai. An environmental and political activist from Kenya who was the first African woman to win a Nobel Prize, 'for her contribution to sustainable development, democracy and peace'.*
- *All plans are on track.*
- *Already have a full technical program, with presentations from world recognised leaders in their fields.*
- *Prof Graham Stewart will be presenting his Horace Brown Award lecture.*
- *All details on the conference may be found on the IBD Africa website and in BDI October 2008 edition ([www.ibdafrika.co.za](http://www.ibdafrika.co.za)).*

The conference is aiming to attract approx. 250 delegates, and everything is in place for a successful conference!

**28.4 Asia Pacific 14<sup>th</sup> – 19<sup>th</sup> March 2010, Gold Coast, Australia**

A report has been pre-circulated to Council. Key points however:-

Ian Roberts is chairing the organising committee, which is fully formed now. There are two venues under consideration, a decision on which will be made next week at the next committee meeting. Work on the programme will be progressing shortly, but it is still early days.

**28.5 IBIS Expo 20<sup>th</sup> – 23<sup>rd</sup> May 2009, Saigon (HCMC), Vietnam**

Following the success of the April 2009 event, another symposium is being run in 2009. The AP Section is working closely with Gary Bett (who is located in Vietnam) in putting together the Expo and Technical Seminar. Consideration had been given to running this so close to the previous conference, but the general feeling in the AP Section was that the delegates who attend this conference would not usually attend the other AP conferences, which means that this event is appealing to a new and extensive audience. There is a huge potential pool of delegates who would attend this event, not necessarily the same delegates as the 2008 event, which in turn opens up the opportunity of new members into the IBD.

**C08/29**

**SECTION REPRESENTATIVES COMMITTEE REPORT**

**29.1 Feedback and Report on 4<sup>th</sup> November Meeting**

The Irish Section currently hold the Chair. The SRC is now formalised as a standing committee, complete with a representative from the IBD Younger Members Award Winner.

- The SRC was pleased with the amount of benefits that have arisen over the last year, to support the reasons/benefits of membership of the IBD.
- During the meeting, Dan Cannas reviewed the new IBD website, which was received very well by all, who deemed it very impressive and a vast improvement on our previous website.
- SRC discussed and agreed that 'Continuous Professional Development' was seen as the way forward. The Open University example of operating a points scheme – e.g. it would be possible to award points for IBD events attended, articles written, building a diary of events/what a member has done/attended. This CPD can then be used in conjunction with members CV's, and the IBD could ensure that references would not be given to members who have lapsed, etc.
- The SRC agreed that the sharing of best practice between sections/HQ was beneficial. It was felt that most Sections were good at planning 1-2 years ahead, but benefit could be gained if ideas could be shared between sections. There was an open offer from Simon Jackson, that there is a centre of excellence at HQ, and this is available to the Sections to pull from. It was confirmed that there is a willingness/eagerness from HQ to help the Sections and assist where possible with regional events regarding design, planning, etc.
- The Younger Members representative had appealed for help in getting members to apply for relevant awards. Additionally, it was identified that the Sections may need assistance in election of new members to the YM committees.
- The issue of members from India was discussed, as to whether they should be steered to the International Section or the Asia Pacific Section.
- Event marketing for the Sections is to be standardised to present an 'IBD image'.
- Discussions were held on sharing ways of gaining sponsorship for events that Sections hold.

**C08/30**

**ANY OTHER BUSINESS**

Discussions continue to source underpinning funding for the Beer Academy for the next 2-3 years with the BBPA.

**C08/31**

**DATE OF NEXT MEETINGS**

Spring Council - **Wednesday 18<sup>th</sup> March 2009**, venue TBC (poss. National Brewing Library, Oxford Brookes University)

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

Autumn Council - Wednesday 4<sup>th</sup> November 2009, venue t.b.c.