

## **Doc 3 Task and Finish Group Terms of Reference.**

### **Terms of Reference and Membership Safeguarding Animal Welfare at Slaughter Task and Finish Group**

#### **Aims**

The Safeguarding Animal Welfare at Slaughter Task and Finish Group aims to explore the need and possible implementation of a workable system of CCTV in slaughterhouses

#### **Representation**

Task and Finish Group comprises a broad range of industry representatives reflecting the diverse range of Welsh abattoir businesses. The Task and Finish Group members are:

- Cig Oen Caron
- William Lloyd Williams & Son
- Association of Independent Meat Suppliers
- British Meat Processors Association
- National Federation of Meat and Food Traders
- Food Standards Agency – Wales
- Welsh Government officials

#### **Operating Arrangements**

The Steering Group chair will be provided by the group members. The group may decide to appoint a vice-chair from within its membership.

#### **Meetings**

- Will be held in Cardiff with scope for VC links via other Welsh Government offices.
- The meetings will be held subject to Chatham House rules- the notes and minutes will be prepared in this regard. Sharing of notes and minutes will be subject to Task and Finish group discretion.

#### **Attendance**

Members are expected to make every effort to attend meetings to help ensure continuity of business, planning and consultation. Members may send a deputy where they cannot attend a particular meeting,

#### **Review**

The Terms of Reference for the Partnership will be reviewed annually.  
Amendments will need to be agreed by the Group.