

Terms of Reference - Feed BC Value Chain Advisory Group

Purpose

The purpose of the Feed BC Value Chain Advisory Group (advisory group) is to further build Ministry of Agriculture's understanding of key challenges and opportunities to strengthen supply chain opportunities that will enable B.C. Agrifood producers and processors to fully participate in the BC 'government facilities' market. Advisory group recommendations will identify recommendations for action by the Ministry and industry stakeholders to address existing gaps and opportunities.

The advisory group recognizes that a key strategy for increasing the amount of BC food in government facilities is to increase the supply of BC food that meets the requirements needed by government facilities. The Ministry of Agriculture can support industry to build capacity to provide more 'government facility-ready' food, but must ensure that the supports are effective at meeting the needs of industry. The advisory group can fulfill the role of advising the Ministry on support that benefits the whole value chain.

This is a standing industry advisory group established to build strong Ministry-industry collaboration to test potential actions with industry stakeholders going forward.

'Value Chain' Definition

A strategic network of independent organizations/businesses (producers, processors, distributors, and retailers) who recognize their mutual need for one another and will:

- Work together to identify strategic objectives,
- Be willing to share the associated risks and benefits,
- Invest time, energy and resources to make the relationship work

Term

The advisory group is anticipated to function from March 2018 until March 2021. Individual industry-stakeholder members may start and end their terms throughout that time period as needed by their schedules.

A review of the terms of reference is scheduled for the meeting nearest May 2019.

Membership

Members of the advisory group will be invited to participate by the Ministry of Agriculture. Additional members may be invited to reflect emergent needs for roles in the value chain or alternate members from currently represented organizations.

Membership is intended to reflect all the relevant links in the value chain that contribute food procurement in government facilities. Examples include: primary producers, food processors, broadline distributors, group purchasing organizations and government facilities representatives.

The principles used to invite individuals include:

1. Represent distinct roles in supply chain
2. Represent key industry associations/stakeholders
3. Represent types of inputs most commonly used in government facilities

See Feed BC Value Chain Advisory Group Membership List section for detailed

membership information.

Roles and Responsibilities

Members

- Attend and participate in meetings.
- Give feedback and guidance on actions related to Feed BC: Increasing BC Food in Government Facilities.
- Share information on related initiatives with other Advisory Group members
- Support all advisory group actions and projects with feedback as appropriate.

Ministry Staff

- Set agenda for each meeting.
- Provide updates on progress made on Feed BC: Increasing BC Food in Government Facilities.
- Listen to discussion and incorporate feedback into developing programs, projects and initiatives related to Feed BC.
- As needed, support facilitation of meeting activities.

Secretariat – GreenChain Consulting

- Hosts (including coordination of logistics) and facilitates meetings.
 - Gathers and records information generated from meetings; synthesizes that information into a report including recommendations.
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Meetings

Meetings are intended to be quarterly, with flexibility to adjust the schedule so that members are only brought together after significant progress has been made since the last meeting.

Secretariat Support

The advisory group will be supported through secretariat support by staff officials, or external consultants on behalf of staff, from the Ministry of Agriculture.

Confidentiality

The working group members are expected to hold the work of the working group in confidence except when updating their respective organizations. Members are expected not discuss or disclose the content of these conversations or any shared documents with the general public or the media.

Feed BC Value Chain Advisory Group Participant List March 2019

The following are the organizations of the working group:

Organizations

1. Meadow Fresh Dairy
2. Compass Group
3. BC Food and Beverage (formerly BC Food Processors Association)
4. Small Scale Food Processors Association
5. Vanderpol Eggs
6. BC Agriculture Council
7. University of British Columbia
8. Interior Health
9. Provincial Health Services Authority
10. Sodexo
11. Aramark
12. Gordon Food Service
13. Provincial Health Services Authority
14. BC Turkey Board
15. YVR Prep
16. Sysco Canada
17. Grand Hale Seafood
18. Organic Ocean
19. Nu-Tea
20. Discovery Organics
21. Capital Region Food & Agriculture Initiatives Roundtable (CR-FAIR)
22. Good to Grow Consulting
23. Tofino Uclulet Culinary Guild
24. Vancouver Coastal Health
25. Fraser Health
26. University of the Fraser Valley
27. Chartwells (Compass Group)