



The Society of
Food Hygiene
and Technology

Annual Report

2007/08

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CHAIRMAN'S REVIEW – Jonathon Bayne



I cannot believe how quickly these first 12 months in my role as Chairman have been. In this first year it has been a mixture of frustration, nerve-racking, but at the same time very immensely rewarding. When I became Chairman, I set myself a number of goals:

- Improve the Society's Finances
- Improve Individual Membership Benefits
- Update the SOFHT Website
- Re-launch the SOFHT Training Offer

Progress so far has been generally very good in achieving these goals that I set myself, but accept that there is still a lot more work to be done yet. I would like to take the opportunity as well to personally thank my events team of Roger and Catherine who have again over the last 12 months delivered some innovative events to our members, and they have some further innovative events scheduled for the next 12 months.

The SOFHT Annual Lecture and Luncheon in November 2007 was a huge success, with the first time in many years was a total sell-out and hence for 2008 we have moved back to the Millennium Mayfair Hotel which can accommodate more people. It is also my great pleasure to have as our guest lecturer for this year Justin King, Chief Executive of J Sainsburys. His lecture is entitled "Exceeding Customer Expectations for Healthy, Safe, Fresh and Tasty Food".



Next year the Society reaches an important milestone in its history in that it is 30 years old. We have plans underway to celebrate this occasion with a Gala Dinner, more details will follow later this year.

It is also with some sadness to lose the services of a number of my fellow directors over the last 12 months, namely Val Rumbelow, Richard Springer, Neil Griffiths and Stuart McNeil through pressure of work in their 'day-jobs'. Nevertheless, I would like to go on record and personally thank them all for their time and assistance they have all given to the Society in past years. All our time given to the Society is on a voluntary basis, and pressures of work make this even more difficult particular in the current economic climate.

The SOFHT Yorkshire & North East Branch has held a number of successful events over the past 12 months. At their AGM in June 2007, Professor Moray Anderson, Technical Director of Killgerm Chemicals discussed the spread of diseases by domestic and peri-domestic flies such as fruit flies. In October, Rod Hunt a partner at Osborn Abas Hunt Solicitors gave an enlightening discussion of changes in enforcement practices. In April this year, it was my pleasure to be invited to present at their AGM on Crisis Management.

The SOFHT training offer has made great progress in the last 12 months and we can now offer the following to our membership:

1. Four e-learning courses available at www.sofht.co.uk :
 - Food Safety Interactive (also available in Polish)
 - Essentials in Food Hygiene
 - HACCP Awareness
 - Food Hygiene Principles and Practices
2. The launch of the revised SOFHT Training materials for authorised SOFHT Trainers.

This progress so far is down to my Operations Director, Su Werran, who has taken up this challenge with relish and has made significant progress so far this year. Further work is on-going in the next 12 months to further improve our training offer.

The current economic climate has affected the Society's finances and we have taken a prudent approach to the budget for the Society over the next 12 months, in particular, the last 12 months have from a financial position been extremely challenging to say the least, but with the support of my fellow directors I remain confident that we will achieve our budget for 2008/2009.

The work of our Business Development Manager, Amber Staynings has seen an increase in membership, with our Supporting Company Members now to a level of fifteen, which includes Greggs the Bakers, NSF-CMi, Dyson, Insecto-o-Cutor, Alcontrol and Compass Group. Progress is underway to survey our individual membership to better understand their needs from the Society.

We have updated our website in the last 12 months, and this work is on-going, and will see further improvements taking place. One of the successes in the last 12 months has been the ability now to offer our membership the ability to pay for events and membership on-line.

In conclusion, I would like to personally thank all my directors for their support over the last 12 months, but more importantly, can I thank you all as well for your continued support of SOFHT and I look forward to meeting some of you at our events in the next 12 months.

VICE CHAIRMAN & HEAD OF MEDIA REPORT - *Stuart McNeil*



From a media point of view, 2008 has been a fairly quiet year for SOFHT although the website has had a complete makeover with many new pages, links and opportunities. We are now capable of taking payments by credit card for membership and for events. The posting of "Hygiene in Focus" information sheets on the web is nearly complete and the "stragglers" will be posted in the next few weeks.

During 2007/2008 there were several opportunities for SOFHT directors to use their knowledge to add their thoughts to articles (an article on Chopping Board hygiene in Readers Digest, an article on hand washing techniques in Laboratory International, a personal appearance on TV by John Rigarsford as our microbiological expert). There was even a request for the Vice Chairman to be on local radio and talk about Home Hygiene, a personal appearance which was "bounced" because the football over-ran!! Ah! Fame is fleeting!

The editorship of the SOFHT FOCUS was taken on board by myself and two issues have now been produced in the new format and very well received. Having said this, the magazine still needs a large amount of input from "budding" authors to keep the editorial interesting and fresh so get those pens out and pass on your knowledge.



The "News and Views" this year has all but disappeared as the information contained within has migrated to the website and SOFHT FOCUS but if the membership feel a need for a regular update then this could be resurrected and posted as a web page.

2007/2008 has been a time of change for SOFHT and the Media side of things has moved away from the photocopying and "snail mail" to the modern "e-mail" and internet technology. The exchange of information is quicker and slicker and we hope that the membership will appreciate the "streamlining" which has taken place over the last 12 months. Good Luck for 2008/2009.

EVENTS - *Roger Hatch*



The programme of events that have been held during this financial year have been reduced compared to the last few years, which has in turn reduced the income from events during the year. This is obviously disappointing given that this represents a significant income stream for the Society, but the programme for 2008/09 is being structured to build on the positive aspects of the past year, and to take every opportunity to enhance and maximise the events income for the current year.

The mini conferences and associated exhibition held at Old Trafford in June last year, was an approach designed to present delegates with two separate sessions on Legislation and Personnel and Recruitment. The event was held after the AGM, and as feedback was mostly positive, both subjects will be revisited in future events.

In October the Society linked up with the RIPH and Highfield to present a programme on HACCP in Barnsley, which proved extremely popular. The Conference and exhibition provided delegates with a combined opportunity to hear the latest views, as well as view some of the exhibited tools that could assist with HACCP programmes. Over 100 delegates attended and feedback was again very positive proving that there are still things to learn on this well established subject.

The Annual Lecture and Lunch has once again demonstrated the popularity of this event, with the event being sold out some time prior to the actual day. Iain Ferguson CBE, FDF President and Chief Executive of Tate and Lyle presented "Operating in a World of Change" which was well received and led into a lively Q&A session. The continued popularity of the event, with the Society adopting ChildLine as its Charity of the Year, has led to the venue for the 2008 Lecture and Lunch being moved to the Millennium Mayfair in order to accommodate the anticipated increase in demand for tickets.



The final event for the year, "Life after Methyl Bromide", was held in conjunction with Acheta, and produced a very well attended event in Kegworth. The conference included speakers from UK and Europe, and the Exhibition provided delegates with an opportunity to look across a wide range of alternatives, as well as some general aspects of Pest Control.

We wish to thank all our sponsors, partners, exhibitors, speakers and delegates for their help, assistance and support over the year, and we hope to see everyone at future SOFHT events.

LEGISLATION - *Brin Phillips*



The last 12 months has seen increased emphasis on a number of food related fronts, of which two are of particular interest- the "Allergen" debate and scores on the doors.

The "may contain" debate has now been on the agenda for some time and is a relevant example of how businesses have adopted policies to raise awareness of an issue which consequently opened a more significant debate around allergen information and how it is provided to consumers.

However, the speed at which a consolidated approach has come about to ensure that allergens are listed and the thrust of better informing consumers has to be applauded.

For a number of SOFHT members, this might not be considered such a significant issue in certain food circles, but in manufacturing and especially catering, some real thought may have to be put into how food is prepared in relation to informing customers. Consideration around consumers of catered foods will prominent and how consumers might be more informed will likely evolve. This could ultimately result in specially trained staff or allergen menus being made available to customers.

Furthermore, awareness of the allergen issue seems to have increased in relation to the number of alerts from the Food Standards Agency have issued. Over 60 were listed on the FSA website in 2007. The FSA have also set up a service for allergy alerts through mobile phones, which is a well received initiative for those who may suffer from allergies or intolerances to certain foods etc.

The other main topic for discussion is "Scores on the Doors" and a number of enquiries have been received from SOFHT members on this issue. One of the main debates in 2007 was which scheme local authorities would adopt and consistency of visits. The real question remains as to how informed consumers will be and will the scheme really drive food standards? Watch this space.

Some feedback has also been given over the last 12 months from members regarding the content of SOFHT seminars, and at a recent council meeting it was decided to concentrate on more traditional core subjects which SOFHT members have enjoyed over the years.

It appears that this move has already proved popular with some of our 2008 seminars oversubscribed. For the time being though, it would appear that enforcement is still a significant issue to members.

Lastly, we have been looking at ways in which members can share their thoughts more readily and our discussion board 'blog' has been not just well received, but provides more contemporaneous feedback on SOFHT activity and particularly with reference to technical questions.

TRAINING REPORT – *Sam Osili*



Over the past year, the training offering has undergone significant changes as the Society sought to align its services and offering, closely to the needs of its members and the core of the UK Food industry. These changes have also been in response to developments in Food Safety regulations and practices.

The first initiative was the reorganisation of the Training Department with the appointment of a new Training Director, Sam Osili and the re-assignment of administrative and marketing roles within the Society.

The second initiative was the review of the existing SOFHT training resources, the outcome of which was the decision to update the materials and delivery mechanisms.

The emphasis of these revisions has been to make SOFHT training;

- more interactive, especially with remote training
- better accessibility to current and prospective trainers
- more resources and support for trainers
- increasing the pool of trainers
- availability of content in other languages

The first course undergoing this “makeover” is the **Level 2 Course in Food Safety**. The content has been extensively revised with more relevant topics such as **Allergens** and **HACCP** added for relevance to Food manufacturing and retail sectors of the Industry. The new course will be available from October 2008.

Four new interactive e-learning courses were also launched last year one of which is in Polish language. Details of these are available on the SOFHT website.

The Society also decided not to submit itself as an awarding and accreditation body for qualifications at this time. SOFHT qualifications, though not accredited are however well respected and recognised within the Food Industry. SOFHT still also offer courses accredited by RSPH.

These aforementioned developments did result in additional expenditure by the Society and further costs are anticipated as new/existing courses are introduced/updated. The Society has been able to absorb these costs through improvements in productivity.

Finally, all of these developments have been possible by the sterling efforts of Su Werran and with the support of the Board of Directors, members and trainers.

EXTERNAL ORGANISATIONS

The Society of Food Hygiene and Technology are members of The Foundation of Science & Technology and this year, John Rigarsford has represented the Society at the United Kingdom Federation for Food Science & Technology meetings and is now a Committee Member.

The Society is also a supporting organisation to the Food & Drink Federation's Foodlink. The Society promotes National Food Safety Week.

TREASURER'S REPORT - Simon Houghton-Dodd



The financial performance of SOFHT in the 2007/2008 financial period was poor, operating with a net loss of £49,254. However, there are three main areas that contribute to the majority of this operating loss:

The payment of £12,052 to the previous publishers of SOFHT, the continued lease of the old Lymington office at £6,800 plus escalating costs publishing and distributing SOFHT Focus at £11,039 and collapse in revenue from adverts (£2850 versus a budget of £14,400). As a result, I have introduced a change to the budgeting process and have required Directors to apply a far more rigorous approach to setting income and expenditure targets; introduced lower limits for spending that doesn't require Directors approval and the implementation of a formal travel and expenses policy. Further, we have moved to address the main areas of budgetary imbalance:

SOFHT Focus will be distributed electronically from the next edition saving over £6,000 in distribution costs whilst allowing us to send it to a much wider audience.

The Board has negotiated our early release for the lease on the Lymington office.

The Annual Lecture & Lunch (which made a loss in 2007) will be sponsored for the first time in 2008 allowing SOFHT to keep ticket price increases to a minimum, and also become self financing.

Looking forward I'm pleased to be able to report that despite a poor 2007/2008, SOFHT's finances are in a healthy state with assets above where they were this time last year, principally thanks to an increased membership base (particularly the new grades introduced by our business development manager), increased member retention and finally the launch of new training packages. This year will be challenging and consequently I will keep a close watch over all income and expenditure to ensure that budgets committed to back in March are delivered. However, with an active events programme, re-launched training packages, sponsorship of the Lecture & Lunch, and the continuing efforts of our business development strategy, I'm confident that when I come to report on SOFHT's financial performance in the next annual report I will be able to deliver a much more up-beat and positive report.

FINANCIAL STATEMENTS FOR THE YEAR

Ended 31 March 2008

THE DIRECTORS' REPORT

The directors have pleasure in presenting their report and the financial statements of the company for the year ended 31 March 2008.

PRINCIPAL ACTIVITIES

The principal activity of the company during the year continued to be to promote the production, distribution and sale of safe and wholesome food, by communications within the food and associate industry.

DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company at the end of the year and of the profit or loss for the year then ended.

In preparing those financial statements, the directors are required to select suitable accounting policies, as described on page 9, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The directors must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

Registered office:
The Granary
Middleton House Farm
Tamworth Road
Middleton
Staffordshire
B78 2BD

Signed by order of the directors



R Hatch, Company Secretary

Approved by the directors on 7 May 2008

ACCOUNTANTS' REPORT TO THE DIRECTORS YEAR ENDED 31 MARCH 2008

As described on the balance sheet, the directors of the company are responsible for the preparation of the financial statements for the year ended 31 March 2008 set out on pages 9 to 13. You consider that the company is exempt from an audit under the Companies Act 1985.

In accordance with your instructions we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities from the accounting records and information and explanations supplied to us.

Sterling House
31/32 High Street
Wellingborough
Northants NN8 4HL

Berry Kearsley Stockwell Ltd.,
Accountants

Date: 17 April 2008

Income and Expenditure Account

For the year ended 31 March 2008

| | Notes | 2008 £ | 2007 £ |
|---|-------|----------------|----------------|
| Income | 4 | 172,679 | 176,319 |
| Expenses | | (212,949) | (148,406) |
| Membership support | | (21,125) | (13,744) |
| Other expenses | | <u>(8,517)</u> | <u>(5,603)</u> |
| Surplus on ordinary activities before taxation | | (69,912) | 8,566 |
| Tax on interest received | 3 | <u>(709)</u> | <u>(642)</u> |
| | | (70,621) | 7,924 |
| Retained surplus brought forward | | 114,559 | 106,500 |
| Movements | | - | 135 |
| Retained surplus carried forward | | <u>43,938</u> | <u>114,559</u> |

Balance Sheet

For the year ended 31 March 2008

| | Notes | 2008 £ | 2007 £ |
|--|-------|-----------------|-----------------|
| Fixed Assets | | | |
| Tangible fixed assets | 5 | 9,158 | 9,837 |
| Current Assets | | | |
| Stock | 6 | 1,680 | 2,279 |
| Debtors | 7 | 31,110 | 19,700 |
| Cash at bank and in-hand | 8 | <u>61,819</u> | <u>114,340</u> |
| | | 94,609 | 136,319 |
| Creditors | | | |
| Amounts falling due within one year | 9 | <u>(59,829)</u> | <u>(29,929)</u> |
| Net Current Assets | | <u>34,780</u> | <u>106,390</u> |
| Total Assets Less Current Liabilities | | <u>43,938</u> | <u>116,227</u> |
| Reserves | | | |
| Branch capital account | 12 | - | 1,668 |
| Income and expenditure account reserve | 12 | <u>43,938</u> | <u>114,559</u> |
| Members' Funds | | <u>43,938</u> | <u>116,227</u> |

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 1985 (the Act) relating to the audit of the financial statements for the year by virtue of Section 249A(1), and that no member or members have required an audit pursuant to Section 249B(2) of the Act.

The directors acknowledge their responsibility for

- (i) Ensuring that the company keeps proper accounting records which comply with Section 221 of the Act and;
- (ii) Preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Act relating to financial statements as far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985 and with the Financial Reporting Standard for Smaller Entities (effective January 2005).

These financial statements were approved by the directors on 7 May 2008 and are signed on their behalf by:



S Houghton-Dodd

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2008

1. Accounting Policies

Basis of accounting - The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standards for Smaller Entities (effective January 2005).

Income - The income shown in the Income and Expenditure Account represents amounts invoiced during the year, exclusive of Value Added Tax.

Depreciation - Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Furniture and equipment -20% reducing balance basis

Stock - Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

2. Operating Surplus

| | | |
|--|--------------|--------------|
| Operating surplus is stated after charging:- | 2008 | 2007 |
| | £ | £ |
| Depreciation of owned fixed assets | <u>2,151</u> | <u>1,917</u> |

3. Corporation Tax on Interest Received

| | | |
|--------------------|-------------|------------|
| | 2008 | 2007 |
| Current tax: | £ | £ |
| UK Corporation tax | <u>709</u> | <u>642</u> |
| Total current tax | <u>709</u> | <u>642</u> |

4. Income

| | | |
|--------------------------|----------------|----------------|
| | 2008 | 2007 |
| | £ | £ |
| Membership fees | 88,609 | 111,700 |
| Events | 40,625 | 24,233 |
| Annual luncheon | 27,759 | 25,052 |
| Training | 3,234 | 6,858 |
| Publications | 5,040 | 4,219 |
| Bank interest receivable | 3,546 | 3,379 |
| Net branch activities | 1,934 | (130) |
| Sundry income | <u>1,932</u> | <u>1,008</u> |
| TOTAL | <u>172,679</u> | <u>176,319</u> |

5. Tangible Fixed Assets

| | |
|-----------------------|----------------------------------|
| | Furniture & Equipment |
| Cost | £ |
| At 1 April 2007 | 19,644 |
| Additions | 3,362 |
| Disposals/scrapped | <u>(4,771)</u> |
| At 31 March 2008 | <u>18,235</u> |
| Depreciation | |
| At 1 April 2007 | 9,807 |
| Charge for the year | 2,151 |
| Disposal depreciation | <u>(2,881)</u> |
| At 31 March 2008 | <u>9,077</u> |
| Net Book Value | |
| At 31 March 2008 | <u>9,158</u> |
| At 31 March 2007 | <u>9,837</u> |

6. Stocks

| | 2008 | 2007 |
|----------------------------|--------------|--------------|
| | £ | £ |
| Publications | 100 | 570 |
| Stationery and postage | 954 | 1,056 |
| Diaries, pens and pen sets | 34 | 28 |
| Hygiene training stock | 195 | 228 |
| Sundry equipment items | 397 | 97 |
| | <u>1,680</u> | <u>2,279</u> |

7. Debtors

| | 2008 | 2007 |
|-----------------|---------------|---------------|
| | £ | £ |
| Events | 611 | 1,906 |
| Membership fees | 18,362 | 13,185 |
| SOFHT Focus | 1,287 | - |
| Training | 23 | - |
| Branch | 44 | - |
| Annual Luncheon | 294 | - |
| Prepayments | 10,489 | 4,609 |
| | <u>31,110</u> | <u>19,700</u> |

8. Cash at Bank and in Hand

| | 2008 | 2007 |
|----------------------|---------------|----------------|
| | £ | £ |
| Bank deposit account | 55,513 | 103,189 |
| Branch bank account | - | 1,668 |
| Bank current account | 4,306 | 7,483 |
| Cash in hand | 2,000 | 2,000 |
| | <u>61,819</u> | <u>114,340</u> |

9. Creditors : Amounts falling due within one year

| | 2008 | 2007 |
|-----------------|---------------|---------------|
| | £ | £ |
| Corporation Tax | 709 | 642 |
| Deferred income | 43,796 | 20,803 |
| PAYE/NIC | 2,138 | 1,772 |
| VAT | 3,318 | 2,840 |
| Credit cards | 1,095 | 720 |
| Trade creditors | 7,267 | 1,401 |
| Accruals | 1,506 | 1,751 |
| | <u>59,829</u> | <u>29,929</u> |

10. Related Party Transactions

No transactions with related parties were undertaken such as are required to be disclosed under Financial Reporting Standard 8.

11. Company Limited by Guarantee

The company is limited by guarantee and each member of the Society undertakes to contribute an amount not exceeding £1 in the case of the Society being wound up.

12. Reconciliation of Members' Funds and Movement on Reserves

| | Branch capital account | Income & Expenditure Account | Total Members' funds |
|-------------------------------|---------------------------------------|---|-------------------------------------|
| | £ | £ | £ |
| Balance brought forward | 1,668 | 114,559 | 116,227 |
| Retained surplus for the year | - | (70,621) | (70,621) |
| Movements | <u>(1,668)</u> | <u>-</u> | <u>(1,668)</u> |
| Balance carried forward | <u><u>-</u></u> | <u><u>43,938</u></u> | <u><u>43,938</u></u> |

DETAILED INCOME AND EXPENDITURE ACCOUNT

For the year 31 March 2008

| | 2008 | 2007 |
|---|---------------------|---------------------|
| | £ | £ |
| Income | | |
| Membership fees | 88,609 | 111,700 |
| Events | 40,625 | 24,233 |
| Annual Luncheon | 27,759 | 25,052 |
| Training | 3,234 | 6,858 |
| Publications | 5,040 | 4,219 |
| Bank interest receivable | 3,546 | 3,379 |
| Net branch activities | 1,934 | (130) |
| Sundry income | <u>1,932</u> | <u>1,008</u> |
| Total | 172,679 | 176,319 |
| Expenses | | |
| Events | 31,963 | 11,596 |
| Annual Luncheon | 28,790 | 21,606 |
| Council meetings | 2,248 | 1,505 |
| Office and administration | 34,484 | 35,888 |
| Staff costs | 89,670 | 72,724 |
| Training costs | 2,213 | 3,474 |
| Publications | <u>23,581</u> | <u>1,613</u> |
| | (212,949) | (148,406) |
| Membership support – per schedule | 21,125 | 13,744 |
| Other expenses – per schedule | <u>8,517</u> | <u>5,603</u> |
| | <u>(29,642)</u> | <u>(19,347)</u> |
| Surplus on ordinary activities before taxation | <u>9,912</u> | <u>8,566</u> |

Schedules to the detailed Income and Expenditure Account

| | 2008 | 2007 |
|--------------------------------------|---------------|---------------|
| | £ | £ |
| Membership Support | | |
| Diaries | 121 | 2,064 |
| Printing, postage and stationery | 1,444 | 615 |
| Certificates and membership wallets | 1,785 | 80 |
| Publications | - | 25 |
| Miscellaneous | 21 | 94 |
| Insurance | 895 | 893 |
| Internet and website costs | 9,082 | 3,793 |
| Subscriptions | 780 | 270 |
| Meeting, travel and costs | 4,682 | 3,848 |
| Telephone helpline | 1,833 | 2,000 |
| Telephone | <u>482</u> | <u>62</u> |
| | <u>21,125</u> | <u>13,744</u> |
| Other expenses | | |
| Computer support | - | 112 |
| Bank charges and credit card charges | 1,688 | 1,362 |
| Accountancy and bookkeeping | 3,170 | 3,157 |
| Marketing, publicity and advertising | <u>3,659</u> | <u>972</u> |
| | <u>8,517</u> | <u>5,603</u> |

DIRECTORS and ADMINISTRATION

Board of Directors 2007/2008

| | |
|--------------------------------------|---|
| Chairman | Jonathon Bayne, Musgrave Retail Partners GB |
| Vice Chairman/Head of Media | Stuart McNeil, CCL Interchem |
| Hon.Treasurer | Neil Griffiths (from 20/06/07 to 16/10/07) Simon Houghton-Dodd, Tate & Lyle (from 01/12/07 to present) |
| Events Director | Roger Hatch |
| Deputy Events Director | Catherine Watkinson, Lyons Seafoods Ltd |
| Legislation Director | Brin Phillips, Compass Group |
| Publicity Director and News & Views | Ian Booth, Meadows Booth Consulting |
| Training Services Director | Sam Osili, Pestfree Environmental Services Ltd |
| SOFHT Focus Editor | Stuart McNeil, CCL Interchem |
| Deputy SOFHT Focus Editor | Angom Ocan |
| Hygiene in Focus | Val Rumbelow, Lactalis (UK) Ltd (from 20/06/07 to 30/01/08) |
| Yorkshire & NE Branch Representative | Richard Sprenger, Highfield.co.uk Ltd (from 20/06/07 to 05/03/08) |
| Director's without Portfolios | Alan Lacey, Sainsburys Supermarkets Ltd John Rigarlsford, John Rigarlsford & Associates Ltd |
| Company Secretary | Roger Hatch |

SOFHT Administration

| | |
|------------------------------|---------------------|
| Operations Director | Su Werran |
| Business Development Manager | Amber Staynings |
| Accounts Assistant | Bindy Todd |
| Administrator | Claudette Schlitter |

FELLOWS & CHAIRMEN

| <i>Fellows of The Society</i> | <i>Chairmen of The Society</i> | |
|-------------------------------|--------------------------------|---------------------|
| Guy Barnes | 1979/1980 | Guy Barnes |
| Peter Bateman | 1980/1981 | Charles Rand |
| Mike Barrett | 1981/1982 | John Oakley |
| David Battams | 1982/1983 | Miss Wendy Spence |
| Mrs Nina Chesworth | 1983/1984 | Tony Stephens |
| Dr Slim Dinsdale | 1984/1986 | Sean Humphreys |
| Dr Graham Dodd | 1986/1989 | Glyn Gaston |
| Glyn Gaston | 1989/1991 | Mrs Sarah Thomas |
| Mrs Catherine Graham | 1991/1993 | Mrs Nina Chesworth |
| Neil Griffiths | 1993/1995 | Ms Nicki McCann |
| Simon Houghton-Dodd | 1995/1997 | Stephen Phillips |
| Dr Alan Johnson | 1997/1999 | Tony Stephens |
| Alan Jones | 1999/2001 | Andrew Skinner |
| Stuart McNeil | 2001/2003 | Andrew Sedgwick |
| Mrs Maureen O'Shea | 2003/2005 | Neil Griffiths |
| Mrs Deborah Puckering | 2005/2007 | Simon Houghton-Dodd |
| Andrew Skinner | 2007 - | Jonathon Bayne |
| Mike Sheard | | |
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| Richard Sprenger | | |
| Tony Stephens | | |
| Bowen Thomas | | |
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| Peter Vickers | | |
| Mrs Mary Vizoso | | |
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| <i>Honorary Fellow</i> | | |
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