

Minutes of Meeting
North East Of England & Cumbria Branch
Wednesday 29th August 2018 15:00 – 16:30
Ramside Hall Hotel, Durham

Attendees	Position
Glenn Ridsdale	Chair
Andy Grant	Vice-Chair
Asgeir Nilsen	Secretary
Dave Dixon	Membership Advisor
Apologies	Position
Barry Cooper	Treasurer

ITEM	MEETING MINUTES	ACTION BY	DUE DATE
1.	The Chair opened the meeting.	Information	
2.	GR went through the Minutes of the Meeting dated 7 th June 2018, which were approved.	Information	
PREVIOUS ACTIONS		ACTION BY	STATUS
2.1	Completed		
2.2	Completed		
2.3	Ongoing, no need to be minuted in future		
2.4	Ongoing		
2.5	Completed		
2.6	Still awaited from Suzan. DD to chase details of roles, post code & volumes	DD	Ongoing
2.7	GR to contact Chair about messaging the Yorkshire members etc.	GR	Next meeting
2.8	Completed; but DD create summary for end of year to include in newsletter	DD	Next meeting
2.9	Completed		
2.10	Completed		
2.11	Completed		
2.12	Completed		
2.13	Completed		
2.14	Completed		
2.15	Completed		
2.16	Completed		
2.17	Completed		
2.18	Completed		
2.19	Completed		



2.20	Flyers for each visit/meeting and send to AN to check to send to SF	AN	
2.21	Completed		
AGENDA & ACTIONS			
3.1	GR gave feedback to the Committee re. MGT visit for AG who could not attend.	Information	
	Still awaiting the notes/presentation from MGT. GR to chase.	GR	14.09.18
3.2	<i>Sirius Visit</i> Identified additional PPE requirements which have been sent to SF to send to those attending etc. AN to ensure PPE for IIRSM CEO.	Information	
3.3	For all visits need a 1-2 page slide/presentation to provide a summary etc. AG to perform in future.	AG	Ongoing, all meetings
3.3	Next meetings – evening planned x1 Newcastle & x1 Cumbria	See 3.3 & 3.4	
3.4	<i>Dalton Cumbrian Facility Visit</i> AN confirmed visit to facility planned for 30.08.18 to identify whether it is suitable for a IIRSM visit. Contact made with Mark White at the Middlesbrough IIRSM NE & Cumbria launch who has kindly offered opportunity. AN to report back at next meeting. Potential date for meeting (to be suggested) is Fri 26 October	AN	30.08.18
3.5	<i>December Meeting</i> AG suggested a Christmas meeting; suggest Committee Meeting pm and evening IIRSM function. AN to make enquiries re. costs at Radisson Blue & County Hall (Durham); budget for 40-50 persons; Newcastle & Teesside venues as well; 1200-1600 Committee Meeting 1600-1830 presentations 1830 drinks & buffet For Thurs & Fri availability	AN	07.09.18
	Speakers wanted/considerations:- ➤ Operational Risk Management ➤ Siemens (DD) – turbines changes/design risk management & changes ➤ Northern Gas (AG) ➤ GR to deliver on <i>how to deliver a behavioural-based programme</i>		
3.6	<i>Nominations for Safety Awards</i> AG to create Nominations form and bring to next committee meeting; to then send out for awards etc.	AG	Next meeting
3.7	<i>Conference</i> GR suggesting £50 cost for the conference; some free spaces which will be up for submission etc. To look at sponsorship.	GG	Next meeting



	GR to contact Yarm School for venue (used for conferences and concerts etc.)		
3.8	Each committee member to identify at least x1 speaker for the conference	All	Next meeting
3.9	Contact potential exhibitors/sponsors	Next meeting	
4.0	Next meeting – conference call	AN	Mid September