



Minutes of Meeting
North East Of England & Cumbria Branch
Friday 5th October 2018 15:30 – 16:30
Conference Call

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

ITEM	MEETING MINUTES	ACTION BY	DUE DATE
1	The Chair opened the meeting.	Information	
2	GR went through the Minutes of the Meeting dated 4 th August 2018, which were approved.	Information	
	AGENDA & ACTIONS	ACTION BY	STATUS
3.1	Unable to obtain presentations from MGT so need to be mindful for next time to obtain at the time.	Information	
3.2	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	At December meeting BC to have the full list of members for them to sign on and put on emails	BC	14.12.18
3.4	Dalton Cumbrian Facility Visit AN confirmed that contact Mar Nuclear Institute 11.12.18k White to return from holiday and arrangements to be firmed up. Flyer to be produced and sent to IIRSM. To confirm 15 members plus 4 members of IIRSM NE committee (AG unavailable) and 2 from IIRSM	AN	12.10.18



3.5	<p>December Meeting AN to contact Ward Hadaway re, potential to host and give a seminar etc.; if unavailable, then Chester le Street Golf Club option; then The Riverside or Faraday Centre. GR – culture/behavioural-based safety AG – technical presentation, risk-based and overview of issues faced by the team; high to grass-roots level; 45 mins each</p>	AN	Next meeting
3.6	<p>Nominations for Safety Awards AG to send to AN to hold for IIRSM to send out in due course for the nominations;</p> <ul style="list-style-type: none"> ➤ Risk professional of the year ➤ Rising star ➤ Product of the year ➤ Organisation of the year <p>250 words Will need to be amended with just the dates for return/how returned etc.</p>	AN	12.10.18
	<p>AG to create a marking scheme for the awards; AG to ask IIRSM for their marking scheme/Northern Gas example</p>	AG	End Q1 2019
3.7	<p>Conference Facilities at Yarm School outstanding Cost model:-</p> <ul style="list-style-type: none"> ➤ 1 day for 14hrs £1000; lighting & sound technician, rigging etc.; front of house manager meet & greet & waiting staff; going to have a wine bar as well ➤ Coffees, light lunch £4 a head; potential £400 ➤ Can have 8 trade suppliers etc. with banners etc. perhaps at £250 each ➤ Charge £40-£50 each reasonable ➤ Perhaps build up finances to £1k+ <p>Dates available:-</p> <ul style="list-style-type: none"> ➤ Half term in April - 8,9,10,15,18,23 ➤ Rule out 18,23 due to Easter; ➤ 8, 9,10,15 ideal dates <p>Speakers</p> <ul style="list-style-type: none"> ➤ 1hr slot Formula 1, Rob Smedley ➤ See 3.8 below 	GR	Next meeting
	<p>Sponsors/Suppliers etc.</p> <ul style="list-style-type: none"> ➤ AG – lone worker, telematics ➤ BC – approach suppliers ➤ AN – vibration & IT suppliers 	All	05.11.18
	<p>Treasury</p> <ul style="list-style-type: none"> ➤ BC to speak with Phil re. receipts of payments etc. and how to book 	BC	Next meeting



	<p>AG - IT Installation Downing Street; BE, part of MIND delivering re. mental health training & workshops GR – Ben Houchen, Mayor BC – Commercial Director, International Nuclear Services DD – lady from a cable company AN – Mark Adams, C-I-C Also look at diversity for the conference GR – Heather Beech, LinkedIn; Senior Accounts Director , EMCOR re. mental health & wellbeing; John MacQuillan etc., Ribby Hall Village</p>	All	Next meeting
	<p>GR to summarise suggestions and bio etc. for the speakers to send to Committee; each to complete theirs and send to AN to collate</p>	GR/AN	12.10.18
	<p>Need a title for the conference; all to suggest in the document sent to AN</p>	Committee	19.10.18
4.0	Next meeting – conference call	AN	29.11.18