

Northamptonshire IIRSM Branch:Minutes

Meeting Date: 12.9.13 **Venue:** Berrywood Hospital, Northampton 7.00-9.00pm

Attendees: David Hood (Vice Chair), Tina Perkins (Secretary), Adam Stevenson, Paul Elcoat, Adrian Crawford-McKellar, Joe Yardley, Daljit Sharma,

Apologies – Karen Wilson, Duncan Spencer, Mick Flynn

	Agenda Item	Action
1	Minutes of last meeting 20.6.13 Agreed	
2	Parish Notices DH welcomed new attendees Joe Yardley (H&S construction based), Paul Elcoat (Consultant company specialising in corporate governance), Adrian Crawford-McKellar (Bio-research engineer). DH noted Karen Wilson is leaving the group as she has accepted new role with FCO away from field of h&s and thanked her for her contributions to the group. All reminded about using Shutterfly. Contact DH for details.	
3	IIRSM News Phillip Pearson has replaced Brian Nimick as Chief Executive	
4	Matters arising AGM 28 th November – Phillip Pearson will be attending and talking about future direction of IIRSM and progression through membership levels.	
5	Presentation – Control of Contractors, Daljit Sharma Clarification – who is a contractor, different types of contractor. Legislative framework – CDM and MHSW Duty to be competent Duty of care Principles and objectives – 5 step approach to managing contractors – Plan, Select, Pre-work, During and Review	
	A.O.B DH asked all to consider for AGM what they would like to see included in next year's branch meeting programme Date of next meeting AGM 28 th November 7.00-9.00pm Willow Room, Berrywood Hospital, NN5 6UD	All