



## 1. 14.00hrs - arrival, coffee, refreshments, introductions

a. **Attendees:** Roger Rustom, Karen Hoskins, Jim Grierson, Paul Palmer, Tony Illingworth, Chris Marsh, Phil Simmons, Peter Zunda, Judith Evans, Darren Pick, John Kennedy, Gary Patrick, Terry Leefarr, David Titchmarsh, Dave Earle, Robert Bradley, Angela Waterhouse, Andy Smith, Tim Sagar, Kevin Wallace, Dawn Attack

b. **Apologies:** Andrew Bowden, Richard Lambert, Colm Patton, Lee Dutton, Nigel Haines, Tony Brunskill, Jeff Hilton

## 2. 14.30hrs – Welcome & Presentation

a. The meeting was chaired by Roger Rustom. RR welcomed the members to the first IIRSM Yorkshire Branch meeting. Housekeeping and emergency arrangements for the premises were explained.

b. RR gave a short presentation on Kodak's history both globally and at the Leeds Manufacturing site followed by a short presentation on what the Safety approach, aims and goals are for the Leeds site.

3. **15.00hrs** – Open discussion on which direction the branch should go. It was agreed that all attendees would look at the standard Branch Aims & Objectives issued by IIRSM and to propose any particular aims of for the Yorkshire branch (copy issued with the minutes).

Some ideas were put forward as to what the branch should aim for / provide:

- i. Knowledge bank / library
- ii. Centre of Excellence
- iii. Opportunities for benchmarking amongst members
- iv. IIRSM website tour & explanation of benefits
- v.

It was agreed that all persons attending would want to gain something from attending the meetings on a personal and business point of view, including the possibility of earning CPD points.

## 4. 16.00hrs – Selection of the first Committee Members

Chairman: Roger Rustom  
Secretary: Andy Smith  
Membership: Phil Simmons  
Mentor: David Titchmarsh

There was no opposition to the above volunteers for the positions.



5. **16.30hrs – AOB** – Karen Hoskins gave a brief overview of what is available through the IIRSM and the website and the waiver of the joining fee if new members sign up via the branch.

Gary Patrick kindly offered the Sulzer premises in Leeds as an alternative venue for future events

The business of the meeting was concluded with RR thanking attendees for giving up their time to attend the first meeting and for those who have joined the committee.

6. **17.00hrs – close**

7. Date of next meeting to be confirmed

Attached documents – IIRSM Standard Aims & Objectives

