

The Institute of Risk Management

Scottish Regional Group

Meeting: Project Risk Management

Date: Thursday, 16 February 2006

Venue: Mott MacDonald
1 Atlantic Quay
Broomielaw
Glasgow G2 8GB

Time: 1.30 pm

Attending:

Graham Offord, Offrisk (Chair)

Laura Anne McMahon, MDDUS (Secretary)

Anne Storm, National Australia Group

Kay Drummond, Stathclyde Police

Douglas Wilson, Mott MacDonald

Richard Mackie, Edinburgh Risk Management Ltd

Graham Jukes, Chubb

Peter Mackie, West Lothian Health

Graham Nicol, Tie Ltd

Mark Bourke, Tie Ltd

Douglas Blair, NHS Argyll & Clyde

Jim Adamson, NHS Argyll & Clyde

Sandi Cassidy, NHS Argyll & Clyde

Darinka Asenova, GCU

Simon Burton, Waterman Sustainable Energy

Ian Brennan, MDDUS

Colin Neil, Huntswood Consulting

Tracey Hutchison, Northumbria Police

GINETTE EVANS, Gallagher Bassett

Glen Allan, NHS 24

Apologies:

Eileen Abbess, Margaret Davies, Paul Gowens, Gordon Dakers, Lisa Conway, Bryce Dalton, Wayne Gault, David Williamson, Bill Stein, Mark Warner, Paula Speirs, Chanel Rock, Russell McKay

Minute:

1. Welcome by Graham Offord and thanks to Doug Wilson and Mott MacDonald for their hospitality. Graham also informed the group that he hoped to discuss and clarify before the end of the meeting the purpose of the group and the benefits of more joint meetings.
2. Presentation by Doug Wilson from Mott MacDonald on Management of Project Risk in a Programme Environment.

Doug discussed the Southern Region New Trains Programme (SRNTP) formerly known as "mark 1 removal programme" in England and his involvement.

Mott MacDonald were the appointed Programme Team and were responsible for:

- i) Delivery Team
- ii) Technical Interface
- iii) Programme Controls

Doug described the difficulties when managing all the stakeholders and how their Risk Management processes helped to facilitate this by ensuring that Risk Management was an integral component throughout all processes and everyone was involved.

"Predict" from Risk Decisions was the risk management tool adopted by Doug and it was used to develop the project risk register and the source of all reports. These reports were issued to the identified risk owners.

The risk management programme created an environment for people to challenge and question. Everyone in the programme team engaged in risk sessions and this increased communication and ensured that communication was effective.

The risk management process also engaged all stakeholders by facilitating and not managing.

3. Graham thanked Doug for delivering a very good presentation and commented on how Mott MacDonald had demonstrated that well integrated risk management processes can provide benefits and savings to any project. In this case quite substantial savings to a headline budget with the added benefit of not requiring to encroach on the contingency fund.

As there were some new faces at the meeting, Graham asked everyone in the group to introduce themselves and give a brief summary of their role and areas of risk management involvement / responsibility. A special welcome was extended to Tracey Hutchison from Northumberland – across the border.

4. Graham Offord then opened the discussion regarding working with other groups such as SCG (Scottish Contingency Group), BCI (Business Continuity Institute) and IVM (Integrated Value Management) – Graham shared with the group a list of meeting dates that had been developed jointly with these groups for information. No-one had any objections with regard to future joint meetings and Allan Glen suggested including the NHS Quality Improvement Scotland network of Risk Managers. ACTION – members are encouraged to submit details of those meetings they are aware of to either Graham or Laura Anne for inclusion in the matrix.

We also discussed future meetings dates and topics and the details are as follows:

Date	Topic	Time	Venue
Friday, 21 Apr 06	Human Aspects of Continuity Planning	1300	Norwich Union, Pitheavlis, Perth
Friday, 25 Aug 06	Joint meeting with IVM	1300	COSLA Edinburgh?
Friday, 8 Dec 06	What should a Risk Register look like? BYORR – (Bring your own risk register) Some real examples followed by Q&A	1300	?

5. The last item discussed was the inclusion of a discussion time on the IRM Diploma. There are a few people in the group studying modules this year and it was agreed to include a diploma slot in the agenda of our April meeting.
6. After the meeting Doug was kind enough to provide a demonstration of Risk Decision’s Predict in action to those interested.

NOTE: Norwich Union have informed us that there are places in Perth for 40 people – IRM members are encouraged to book the places early with Laura Anne to be assured of a place as we expect this meeting to be over subscribed.