

## Minutes IRM Charities SIG meeting 30.04.2007

### Attendees:

Oliver Boyle (Chairman)  
George Cameron  
Iain Simpson  
Carolyn Williams  
David Funnell

### Apologies:

Emma Haxhaj  
Marion Robery  
Shirley Scott  
Liz Taylor  
Steve Fowler  
Edward Sankey  
Stuart Dowsen  
Louise Thomson

- 1 Introductions
- 2 Oliver Boyle welcomed David Funnell to the meeting. David is Risk, Security & Business Continuity Coordinator at The Guide Dogs for the Blind Association.
- 3 It was acknowledged that administration at the institute had been under strain for a few months last year. This had been caused by staff shortages and resulted in some delays in responding to enquiries. Staffing levels have since been restored to meet operational requirements.
- 4 It was agreed to arrange a seminar in London during the week beginning 9<sup>th</sup> July 2007. The agenda will focus on the practical application of risk management and will be constructed around a number of case studies. A number of charities have been identified as being willing to assist in this regard. Certain charity associations have also indicated their readiness to support such an event.
- 5 Date of next meeting to be agreed.