



The Institute of Risk Management

North of Scotland Regional Group

Meeting	Inaugural Meeting
Venue	Central Insurance Services Ltd., Crown House, Prospect Road, Arnhall Business Park, Westhill, Aberdeen, AB34 5VY
Host	Central Insurance Services Ltd.
Date	Thursday February 28 th , 2008
Time	1230 hours

Attendees:

Alistair Black	KPMG
Dan Eshman	Shell UK Ltd.
Gordon Fettes	Atholls, Chartered Surveyors
Neil Fraser	Petrofac Training
Nick Jack	Global Energy Group
Bill Knowles	Consultant
Andy Lang	Petrofac Training
Iain Little	M & H Carriers
Alison Lyall	Anderson Anderson & Brown
Bob Manning	Lifescan Scotland
Andrew Matheson	Global Energy Group
Richard Millington	First Group Plc.
Julie Munro	Aberdeen Asset Management
Cameron Ramsay	Cogna Ltd.
Andrew Smith	Risk Management Systems Ltd.
Doug Smith	Marsh UK Ltd.
Alexis Stirling	Aberdeen Asset Management
Brian Tanner	Global Energy Group
Ken Walker	NHS Grampian
Mark White	Central Insurance Services Ltd.
George Wood	Synergie Scotland

Apologies:

Tanya Castell	Cyril Sweet
Bryce Dalton	Ernst & Young LLP
Kevin Duthie	Glasgow Caledonian University
Margaret Harris	Ernst & Young LLP
Kelly Lindsay	Synergie Scotland
Ian MacGillivray	UKAEA
Allan Mackay	University of Aberdeen
Ruth MacLure	NHS Grampian
Jason Nicol	NHS Grampian
Helen Robbins	NHS Grampian
Diane Roberts	NHS Grampian
Jennifer Wyllie	Thornton Law LLP



The Institute of Risk Management

North of Scotland Regional Group

1.0 Welcome

Mark White welcomed all those present to the Central Insurance Services offices at Crown House and thanked all for their interest in establishing a North of Scotland Group of The Institute of Risk Management and for taking the time to attend the inaugural meeting.

There has been an excellent response to the initial idea to establish the Group with an excellent turnout for the first meeting in addition to a number of others who were unable to attend but wish to be involved going forward.

2.0 Background to IRM and Regional Groups

Mark White confirmed to members that the stated aims of the Regional Groups were to:

1. Provide a forum for communication between members and the IRM.
2. Widen the reach of the IRM to members residing outside London.
3. Develop risk management knowledge and skills and share best practice amongst members.
4. Expand the boundaries of risk management thinking by encouraging active thinking and provoking thought amongst the members.
5. Encourage growth in membership of the IRM.
6. To develop knowledge amongst the members taking part.
7. To provide networking opportunities to participants.

A copy of the IRM guidelines for Regional Groups was distributed to all for future reference purposes.

It was confirmed that whilst membership of the IRM was not a pre-requisite for attending the meetings that anyone who would be interested in joining the IRM, at whatever level, would be encouraged to do so. Application forms were available to members during the course of the meeting and are also available on the IRM website - www.theirm.org

3.0 Introductions

All those present were invited to introduce themselves to the Group to explain their:

- Background
- Current role
- Interest in risk management
- Areas of particular interest
- Whether or not a member of the IRM

We represent a wide variety of professions and industries/industry Groups including:

- Insurance Brokers
- Management/Risk Management Consultants
- Oil
- Fund Management
- Accountants
- NHS
- Surveyors
- Offshore Training
- Offshore Service Companies
- Hauliers
- Life Science
- Project Managers
- Energy Industry Services
- Global Transport Group



The Institute of Risk Management

North of Scotland Regional Group

We are an extremely diverse Group of professionals who also have a wide variety of risk management topics which we re interested in discussing in more depth:

- Enterprise Risk Management
- Crisis Management / Incident Response / Business Continuation Management
- Best Practice - what are others doing?
- Risk Reporting
- Project Risk
- Risk Management Frameworks
- Slow Disasters
- Emergent Risks
- Decommissioning - Environmental Risks

All those present are keen to network and learn from each other (and to challenge others!) in order to further their knowledge and ensure the long term future of the Group as the pre-eminent Group of risk management professionals in the North of Scotland.

4.0 Future Meetings

There was an open discussion to determine the arrangements for future meetings and the consensus from the Group was as follows:

- Frequency - Quarterly
- Date/Time - 1st Thursday of the month at 12.00 hrs
- Location - Various

It was agreed/confirmed that the location for meetings should be changed as much as possible subject to member's organisations being able and willing to host a meeting.

Mark White also took the opportunity to confirm that the meetings would be "free" events (no charge for attendance) and that there was no requirement for food to be provided by the host/host company although if refreshments/food were to be made available this would be gratefully received by the Group.

5.0 Next Meeting

It was agreed that the arrangements for the next meeting would be as follows:

- Date - May 1st, 2008
- Time - 12.00 hrs
- Location - Central Insurance Services Ltd., Crown House

Key Topic - *Corporate Manslaughter and Corporate Homicide Act 2007*

Mark White will invite a guest speaker to the event to discuss the reality of this new piece of legislation which comes into effect on April 6th, 2008. Jan Burgess of Cameron McKenna had previously indicated her willingness to participate in the Group and contact will be made with her in the first instance to see if she is willing to address the members on this topic.

In addition there will be brief presentations (10-15 mins.) to the Group from:

- Nick Jack
- Andrew Smith
- Mark White

These presentations will be used to introduce the members to the Group and provide an opportunity of discussing topical issues, case studies and previous work which may be of interest to the members.



The Institute of Risk Management

North of Scotland Regional Group

Cameron Ramsay also indicated his willingness to provide a presentation but confirmed that he would prefer to have a 30 minute "slot" and this presentation will be deferred to a future meeting when there may be a number of slightly longer presentations. Details to be confirmed/agreed.

Although details are to be agreed it is anticipated that the 3rd meeting will be held on Thursday August 7th, 2008 and Richard Millington has kindly offered to host the meeting at First Group.

6.0 Election of Post Holders

In accordance with the IRM guidelines for the Regional Groups a number of post holders were required to be appointed as follows:

Chairman - Mark White (Central Insurance Services Ltd.) was elected.

Secretary - Doug Smith (Marsh UK Ltd.) was elected.

Steering Group - Volunteers were invited to form a core steering Group, and those who indicated their willingness to become involved were:

- Alistair Black (KPMG)
- Nick Jack (Global Energy Group)
- Richard Millington (First Group Plc.)
- Cameron Ramsay (Cogna Ltd.)
- Andrew Smith (Risk Management Systems Ltd.)

It was agreed during the course of the meeting that the Steering Group would meet after each of the Regional Group meetings.

7.0 Any Other Business

Members Contact Details

Mark White asked the members if they were all willing to share contact details with the other members and all were in agreement. An initial contact list for those present has been appended to these minutes for reference purposes and will be updated going forward.

Group Photograph

Cameron Ramsay proposed that a photograph be taken of those present at the inaugural meeting and Alison Lyall kindly agreed to take on the role of official photographer for the event. If any of the members would like a copy of this photograph then please contact either Cameron Ramsay or Mark White.

Steve Fowler

It was agreed that an invitation should be extended to Steve Fowler - Chief Executive of The Institute of Risk Management to attend one of the next meetings in order that he can meet the members and provide an overview of the Institute and its current and future initiatives. Mark White will contact Steve Fowler and keep the members advised.

Information

It was agreed that the meetings would also provide members with noteworthy information from the IRM and others in respect of upcoming events, litigation etc.

Central & Southern Scotland Group

It was agreed that we would maintain contact with the Central & Southern Group of the IRM which was established in 2004 and who hold meetings in the central belt. Mark White is a member of this group also there may be opportunities to hold a joint meeting in the future and indeed invite some of their members to our future meetings and vice versa.

8.0 Close

Mark White thanks those present for coming and for their participation in the discussions and closed the meeting at 14.00 hrs.



The Institute of Risk Management

North of Scotland Regional Group

Membership List

Name	Company	Tel	Email
Alistair Black	KPMG	0207 694 6485	Alistair.Black@kpmg.co.uk
Dan Eshman	Shell UK Ltd.	01224 817502	daniel.s.eshman@shell.com
Gordon Fettes	Atholls, Chartered Surveyors	01224 637666	Gordon.Fettes@atholls.com
Neil Fraser	Petrofac Training	01224 244787	neil.fraser@petrofactraining.com
Nick Jack	Global Energy Group	01224 356224	nick.jack@globalenergygroup.co.uk
Bill Knowles	Consultant	01467 625585	Knowlwp@aol.com
Andy Lang	Petrofac Training	01224 244728	andy.lang@petrofactraining.com
Iain Little	M & H Carriers	07920 110400	Iain.Little@mhcarriers.co.uk
Alison Lyall	Anderson Anderson & Brown	01224 625111	alison.lyall@aab.co.uk
Bob Manning	Lifescan Scotland	01463 721598	Rmannin2@lfsgb.jnj.com
Andrew Matheson	Global Energy Group	01463 725401	andrew.matheson@globalenergygroup.co.uk
Richard Millington	First Group Plc.	01224 303551	richard.millington@firstgroup.com
Julie Munro	Aberdeen Asset Management	01224 425147	julie.munro@aberdeen-asset.com
Cameron Ramsay	Cogna Ltd.	01224 862234	cameron.ramsay@btinternet.com
Andrew Smith	Risk Management Systems Ltd.	01467 642951	ggw86@dial.pipex.com
Doug Smith	Marsh UK Ltd.	0131 311 4214	Douglas.S.Smith@marsh.com
Alexis Stirling	Aberdeen Asset Management	01224 425042	alexis.stirling@aberdeen-asset.com
Brian Tanner	Global Energy Group	01224 356571	brian.tanner@globalenergygroup.co.uk
Ken Walker	NHS Grampian	01224 558732	ken.Walker@gpct.Grampian.scot.nhs.uk
Mark White	Central Insurance Services Ltd.	0224 656674	mark.white@central-group.com
George Wood	Synergie Scotland	01224 595405	george.wood@synergiescotland.co.uk