



The Institute of Risk Management

North of Scotland Regional Group

Meeting Meeting No. 7 (2nd Anniversary)
Venue Cromarty House, 67-72 Regent Quay, Aberdeen, AB11 5AR
Host DNV Ltd.
Date 4th February 2010
Time 12:00 - 14:00

Attendees:

Alec Featch
Margaret Harris
Alison Lyall
Ian MacGillivray
Richard Millington
Cameron Ramsay
Helen Robbins
Andrew Smith
Katy Sutherland
Mark White (Chairman)
Andrew Wood

Apologies:

Maureen Batten	Iain Little
Tanya Castell	Ruth MacLure
Kristine Dickson	Allan Mackay
Richard Dodunski	Russell McKay
Kevin Duthie	Scott Miller
Gordon Fettes	Jason Nicol
Neil Fraser	Sandra Pearson
Martin Gray	Vijay Raghaviah
Gavin Hedge (new)	Phil Smith (new)
Emma Howatson	Brian Tanner
Allan Hunter	Ken Walker
Nick Jack	George Wood
Billy Knowles	Boyd Wright (new)
Kelly Lindsay	Jenny Wyllie
Maureen Batten	



The Institute of Risk Management

North of Scotland Regional Group

1.0 Welcome

Mark White (MW) welcomed all those present to the DNV offices and to the seventh (and 2nd anniversary) meeting of the NoSIRM.

There were a couple of persons present who had not been along to the group previously and by all attendees were invited to provide a brief self introduction covering their current role, their specific areas of interest in connection to Risk Management and whether or not they were a member of the IRM.

2.0 Presentation(s)

The key purpose of the meeting was to review the operations of NoSIRM. MW prepared and delivered a presentation to those present which reviewed NoSIRM within the context of 4 key areas:

- 2.1 Story So Far
- 2.2 Where To Next?
- 2.3 Group Admin.
- 2.4 Final Thoughts ...

MW confirmed that a copy of the presentation materials would be provided to all group members.

The key highlights were noted as being the following:

2.1 Story So Far

A brief resume of the group history was covered including:

- First meeting – 28th Feb. '08
- Group Membership – 63
- IRM Membership – 20%
- Average Attendance – 16

MW confirmed that the core aims of the Group were to:

- widen the reach of the IRM.
- provide tangible benefits to those members who reside outside London.
- encourage growth in membership of the IRM.
- focus on pure risk management topics.
- develop knowledge amongst members taking part.
- add value to the wider risk management industry.
- research and develop topical ideas on risk management techniques.
- expand the boundaries of risk management thinking.
- encourage active discussion amongst members and provoke thought.
- ... and, network / build risk management relations at a north-east of Scotland level

Who Are We? The Group membership covers a wide range of industries/sectors including:

- Finance – Accountancy / Fund Management / Insurance
- Information Technology
- Energy
- Construction
- Legal
- Public Sector - Healthcare
- Commercial Property
- Security Services
- Logistics
- Higher Education
- Transport



The Institute of Risk Management

North of Scotland Regional Group

- Local Government
- Marine
- Life Sciences

MW then reviewed the topics covered during the course of the Group meetings to date which were summarised as being:

- “*Corporate Manslaughter & Corporate Homicide Act 2007*” – Claire Kent (CMS Cameron McKenna LLP)
- “*IRM*” - Steve Fowler (IRM)
- “*Disaster Recovery*” – Steve Jennings (Sword)
- “*Enterprise Risk*” – Alison Lyall (A²B)
- “*Standard & Poor & Risk Management*” – Russell Mackay (Ernst & Young)
- “*BS CoP for Risk Management 31100:2008 (Intro)*” – Doug Smith (Marsh)
- “*BS CoP for Risk Management 31100:2008 (Workshop)*” – Cameron Ramsay (Cogna)
- “*Agile Project Management*” – Melanie Thom (Petrofac Training)
- “*Central & Southern Group IRM, Chairman’s Perspective*” – Graham Offord (CSSIRM)
- “*University of Aberdeen Risk Management*” – Jennifer Sewel (University of Aberdeen)

The venues that the Group have been allowed to use to date have included:

- Central Insurance Services Ltd. (x3)
- Sword
- First Group
- University of Aberdeen
- DNV

2.2 Where to Next?

(a) *Regional Group Guidelines* (Updated)

MW provided an overview of the recent changes to the IRM Regional Group guidelines that were released in December 2009 following a brief period of consultation with Regional Group leaders.

(b) *IRM Membership in Scotland*

MW had requested information from IRM regarding the number of IRM members within Scotland and whilst sadly the statistics were not 100% accurate) MW presented this information to the Group for information purposes.

MW also confirmed that an email had been issued on his behalf by IRM to all RIM members within Scotland to raise the profile of NoSIRM and to encourage more active engagement from the existing membership of the Institute – to date 3 additional members to NoSIRM have been generated as a result.

(c) *IRM Membership*

Those present were provided with an up to date summary of the cost of IRM membership and all present were reminded to visit the IRM website for up to date information on all membership activities.

(d) *Meeting Arrangements*

The existing meeting arrangements were reviewed and it was confirmed by those present that the meetings should continue on the following basis:

- Frequency: 3 per annum
- Timing: 12:00hrs – 14:00hrs
- When: 1st Thursday of the month

The schedule for the remainder of 2010 was agreed and venues identified. Please refer to item 3.0 within these minutes for further information.

In addition there was discussion about the possibility of utilising technology for webinars, Group forums etc. going forward and this would be reviewed and progressed by the Steering Group going forward.



The Institute of Risk Management

North of Scotland Regional Group

(e) *Presentation Topics*

A brief buzz group exercise was conducted to gather additional information regarding the specific areas of interest from those present which will be used to assist in targeting appropriate topics (and speakers/external speakers) for future meetings. For full details of those topics identified please refer to item 4.0 within these minutes.

(f) *IRM News*

MW recommended that anyone who was interested in any of the above should in the first instance visit the IRM website for further information. IRM website – www.theirm.org

Group Admin.

(a) *Succession Planning*

The question of succession planning for the Group was discussed and the following parameters agreed:

Chairman & Secretary

- Term of office – 2 years
- Appointment – Group election
- Re-election – Possible
- Max tenure – 2 x terms (4 years)
- Interim Changes – Group election

Steering Group

- Term of office – 2 years
- Appointment – Voluntary
- Re-election – Possible
- Max tenure – None
- Interim Changes – Flexible

(b) *Office Bearers*

MW confirmed that as stated during the initial meeting of the Group that he would stand down as Chairman after a period of 2-years.

A general discussion was held to elect a successor and appoint a Secretary. Please refer to item 5.0 within these minutes for further information.

(c) *Steering Group / Terms of Reference*

MW reviewed the Steering Group Terms of Reference and confirmed that these would be retained for the time being.

2.4 Final Thoughts

MW's closing thoughts for the group were:

- *"You are not alone"* - It's good to talk
- *"Help the organisers"* - Help us to help you
- *"It is your Group"* - Invest in the group and reap the rewards
- *"Spread the word"* - Encourage others to join

MW also took the opportunity to thank all present for your support over the last two years.

3.0 Meeting Schedule for 2010

It was agreed that the meetings for the remainder of 2010 would be as follows:

- 3rd June, Venue – A2B
- 7th October, Venue – First Group



The Institute of Risk Management

North of Scotland Regional Group

Helen Robbins also confirmed that NHS Grampian would also be able to offer a venue for a future meeting and the Group confirmed that they would happily take up this offer at a date to be confirmed.

The meetings will continue to run between 12:00hrs – 14:00hrs.

Confirmation of the agenda, directions to the venue, speakers etc. will be released approx. 1-month in advance of the meeting taking place.

4.0 Areas of Interest / Presentation Topics

The output from the 'buzz' groups used during the meeting has been summarised below for information purposes and will be used to help determine the content and structure of future meeting during 2010 going through into 2011.

Topic	Proposed Speaker
Combating Boredom in Risk Reporting	Group bring examples for 'Think-tanking'
Death of Risk Management – A Post Mortem	Catalysed Group 'Think-tank'
Energy Security	Alison Lyall
Risk Appetite	?
Investment Risk (Risk Approach)	Bankers
Wave & Tidal Energy Project Risk	David Cantello – Abbott Risk Consultants
Societal Risk – Natural Disasters	NGO
Winter Weather Planning	Local Authority
Project Risk Management	?
Use of Risk Registers	How do other Group members do this?
KPI's – How to Relate these to Risk Management	How do other Group members do this?
Implications of Fire in Project Management & Subsequent Insurance Risk	Insurance Company
Escalation – Not the Process but how to actually get people to do it	?

5.0 Office Bearers

Using the criteria set down within the updated IRM Regional Group guidelines the Group discussed the appointment of a successor to MW as Chairman and also the appointment of a Secretary (both of whom require to be IRM members).

Following some discussion and after confirming the ability (time/commitments etc.) of those IRM members present Margaret Harris was confirmed as the new Chairman of NoSIRM and MW agreed to stay on as Group Secretary on a temporary basis until such time as a suitable Secretary was identified.

MW expressed his thanks to Margaret Harris for accepting this position.

Richard Millington also confirmed to the Group that it was up to all as members to get more involved and take greater ownership of NoSIRM going forward to ensure its continued success.



The Institute of Risk Management

North of Scotland Regional Group

6.0 Any Other Business

Andrew Smith raised a question regarding interactions with other local Institutions and professional bodies and this was discussed both in terms of avoiding meeting clashes and also regarding possible joint events going forward. These risks and opportunities will be reviewed and discussed with the Steering Group with further communication to the entire Group in due course.

There were no other items of business arising.

7.0 Close

MW offered thanks to all Group members for making the time to attend the meeting and their contributions.

MW reminded those present to encourage others (colleagues, business contacts etc.) to come along to increase membership numbers going forward and to involve other risk professionals who will have a positive contribution to make to the Group.

The meeting was closed at 14:07 hrs.