

The Institute of Risk Management

Scottish Regional Group

Meeting: Identity Fraud

Date: Friday, 23 February 2007

Venue: Crosshouse Hospital
Kilmarnock

Time: 1pm

Attending:

Graham Offord, Offrisk (Chair)

Laura Anne McMahon, MDDUS (Secretary)

Allister Maxwell

Madeline Hibberd

Graham Jukes

Russell McKay

Ian Brennan

Anne Storn

Gordon Dakers

Sarah Kilday

3 students from GCU

Apologies:

Mark White, Andrew Sheils, George Cameron, Chanel Rock, Lisa Conway, Ginette Evans, Mhairi Julier, Eileen Abbess, Kay Drummond, Peter Mackie, Mark Bourke, Glen Allan, Karen Jane Stewart, Alex Marr, Doug Wilson, Margaret Blair, Richard Cooke, Ian Jackson, Graham Nicol, Graham Hudson, Laura Langan, David Williamson, Colin Neil, Sandi Cassidy, Fiona MacDonald, Paul Gowens, Laura Corner, Mark Bourke

Minute:

1. Welcome by Graham Offord and thanks to Allister Maxwell from NHS Ayrshire & Arran for arranging the venue, his kind hospitality and lovely lunch.
2. Introduction from Graham regarding the topic for the meeting and then a brief introduction from everyone as once again there were several new people in attendance.
3. Allister Maxwell delivered a 10 minute presentation on his role as Risk Manger of NHS Ayrshire & Arran. Allister provided the group with a copy of NHS Ayrshire & Arran's Risk Management Strategy and went on to describe the structure and how risks are identified and then escalated within his organisation.
4. Madeline Hibberd from Scottish Water delivered an excellent presentation on Identity Fraud and led a group discussion on this matter.
5. Graham Offord asked the group for some feedback following the email sent to the whole group by Mark White on the following matters:
 - 5.1. Group direction
The general feeling around the table was that the group ran well and the format was good. Generally people liked the 10 minute introductions with a general topic. There was a suggestion that we should consider some speakers from the academic world to deliver a topic, similarly to our session a while back on Corporate Governance. We will contact the IRM and GCU for suggested speakers.
 - 5.2. Meeting times and locations
The majority of the group did like the meeting time of 1pm on a Friday, however one person did mention that they found that time difficult and would prefer to attend a meeting in the morning or on a Tuesday or Wednesday. We discussed changing the day for the

next few meetings but retain the start time of 1pm. With regard to the venues, the group felt was to try and stick to the central belt and the following areas were mentioned: Glasgow, Edinburgh, Stirling, Perth, Lanarkshire & Dunfermline

5.3. Meeting content and topics

This was covered in 5.1.

5.4. Post holders

There was unanimous support and acknowledgement that the group was currently very successful and the current Chairman and Secretary did a good job. No one felt that there was a need to change the post holders at this time even though Graham and Laura Anne were happy to step down.

5.5. North of Scotland Regional Group

The meeting consensus in relation to Mark White's comments, was that there was no desire by the group to preclude Mark on the grounds of distance however there may be scope for Mark to explore a possibility of a North of Scotland group covering Grampian and Moray Firth. The group did not feel that this was essential but possibly a way to expand the membership in Scotland and offer an alternative to those who can't always travel from the North. The group acknowledged that Mark was a founding member of the current group and it would be disappointing to lose contact and his valuable input. However if he elected to set up a North of Scotland Group we would provide all support and encouragement.

5.6. Questionnaire

The group discussed issuing a questionnaire to all members to gain their views on all of the above and we agreed that this should be short and sweet and emailed to everyone within the group.

5.7. Membership Grid

Sometime ago, we discussed developing a membership grid, detailing each member's name, position, organisation, sector and contact details. We agreed that this is something we will definitely take forward this year and utilise the questionnaire to gather this information. We will approach a student from GCU to conduct 5.6 and 5.7.

6. Date of next meetings:

Date	Topic	Time	Venue	Host
? Wednesday, 16 May or Friday, 18 May 2007 (we will confirm asap)	New Business Continuity Standard	1300	Strathclyde Police Training & Recruitment Centre East Kilbride	Kay Drummond, Strathclyde Police
Friday, 31 August 2007	Partnership Risks Liability / Duty of Care	1300	Ernst & Young, Glasgow	Russell McKay
Tuesday, 27 November 2007	Strategic Risks – Competitor (external)	1300	Scottish Water, Dunfermline	Madeline Hibberd, Scottish Water

7. We also discussed reintroducing the ten minute presentation from each group member covering who you are, where you work and what you do? Russell McKay & Andrew Sheils have agreed to present at the next meeting.