



Minutes

Meeting of Regional Management Board

1 October 2009
Council House, Doncaster

Present

Janet Szlamp (JS)	Ruth Priestley (RP)
Sue Coulter (SC)	Mandy Preskey (MP)
Peter Hubbard (PH)	Jenny Best (JBt)

Apologies

Gill Rockett (GR)	David Purchon (DP)
Kim Walker	April Fisher (AF)
Ian Sanders (IS)	John Bryson (JBr)

Meeting commenced	18:00
Meeting finished	21:00

		Action
01/09	Welcome	
02/09	Apologies As recorded	
03/09	Minutes of the meeting held on 25 August 2009 The minutes of 25 August were agreed as a true record	
04/09	Matters arising from the minutes of the meeting held on 25 August 2009	
04.01	Point	
	07.02 Kirklees end of year accounts have not yet been received	
	05.01 There is no update for the weekend school invoice. The invoice needs to be resolved by the end of this year to keep accounts up to date.	
	05.05 Janet has not yet written to heads of department to ask for feedback as to what they would like to see at a weekend school event and training events for 2010.	
	05.06 Mandy has not yet done a breakdown of spend against budget.	
	08.01 Ruth has not yet made contact with the universities regarding the changes to the curriculum relating to exotics.	
05/09	Training	
05.01	The first Legal Training event held on 28 th September went well with 36 delegates. CPD was given out and feedback questionnaires will be emailed to all delegates.	
05.02	The Suggested training schedule for the remainder of this year and all of next year is as follows:	
	<ul style="list-style-type: none"> ○ December – Project Management ○ January – Dealing with Conflict ○ March – Weekend School (single day, to be charged, overnight stay to be made available to be booked by delegates direct, subjective) ○ April – Beauty (by Wendy Nixon) ○ April – Exotics ○ June – Members Forum (half day event, lunch provided, possible media theme) ○ September – Statutory Nuisance (Julie Barratt) ○ October – Statutory Nuisance Preparation (Julie Barratt) ○ November – Health and Safety at Work Notices (Julie Barratt) 	<p>MP MP All</p> <p>JS JS RP</p> <p>JS JS</p> <p>JS</p>

05.03	<p>Weekend School 2010 Topics, speakers and RMB tasks. All RMB are tasked with sourcing good quality and affordable venues in all areas. The RMB members are tasked with sourcing the speaker name, the title of the speech, the contact details of the speaker, how long they will speak for, and costs including travel costs for speakers. Suggested topics are as follows:</p>	Action
	<ul style="list-style-type: none"> ○ Gas and Electricity Safety in premises (Bob Henshaw) ○ Pandemic Flu/E-coli – dealing with an outbreak (Julie Barratt) ○ Advice to businesses on energy saving and carbon footprint (Gary McFarlane) ○ ENCAMMS Enviro Crime – How to campaign effectively ○ Up and coming (emerging) pests (Killgerm) ○ 	<p>JBt JS JS PH JBr</p>
10/09	Any Other Business	
10.01	<p>Sue put forward Janet Szlamp for fellowship. A long list of dedication to CIEH was read out to the RMB. The Management Board supported the nomination. Mandy is to pursue with HQ.</p>	MP
13/09	Date of next meeting	
	<p>TBC: The next meeting details to be arranged. agenda to be sent at a later date</p> <p>Signed: _____ (Chairman)</p>	