

## Notes 10<sup>th</sup> August 2010

### CIEH Offices, Philip House, Belfast

#### ***Present***

Stephen Cooper, Jennifer Parkinson, Gary McFarlane, David Allan, Niall Convery, Catriona Cooper, Dan Kennedy, Nigel McMahon, Ursula Walsh

#### ***Apologies***

Barry Heywood, Maria Jennings

#### ***Board Membership***

It was noted that currently we have only one student representative – Leo Andrade Rodrigues from Year 4. It was agreed that Ursula would speak to the students seeking nominations from years 2 and 3.

#### ***Finance***

A rationalisation of the NI Region and CIEH NI accounts is needed for the completion of the Regional accounts which are overdue. They need to be finalised and submitted so that we can draw down the funding for 2010.

#### ***CIEH in Northern Ireland***

The circulated “job descriptions” for Regional Officers were tabled for consideration. It was agreed that Gary would tweak the descriptions to better reflect the responsibilities in NI.

It was also agreed that the CIEH office in NI and the Region should be the first points of contact for CIEH enquiries in Northern Ireland.

We also have a number of registered CIEH trainers in NI who are members of the region but we have very little contact with them, the Secretary is to find out who the NI coordinator is to try to arrange a meeting.

#### ***Education***

##### *6 - pack*

Although there has been buy in to the scheme from a significant number of organisations, the level of buy in has been lower than anticipated giving a working fund of about £10,000.

The programme for this year is proceeding with the next event on Community Safety planned for the 8<sup>th</sup> November. Suggestions and ideas for next year would be welcome and members were asked to consider taking over the lead role for individual events – one coordinator for one event.

The Region will also continue to organise free CPD meetings for those members unable to access the scheme and the next one will be the Graduate’s presentations on the 13<sup>th</sup> October.

Joint meetings with other professional bodies was discussed and Catriona is to forward details of other organisations she is aware of.

#### *Research*

The Management Board is keen to support those members who might wish to write up work that they have undertaken, the Michael Cole Award participants are a good example. The team at UUU are also willing to help and participate.

#### *Education Committee*

The Committee will meet in November to begin planning for next year.

#### ***CIEH Governance***

The Secretary gave notice of the imminent consultation paper on CIEH Governance. It will be a main item on the agenda for the next meeting and all members are asked to consider the document with a view to formulating a regional response or, indeed, individual responses.

#### ***Trustees report***

The Secretary informed members of the appointments of Frank Post as Executive Director of Commercial Services and David Kidney as Head of Policy.

Members were also made aware of Tony Lewis's recent serious accident and the Secretary was asked to convey the Board's best wishes for a speedy recovery.

#### ***Any Other Business***

Bookings are currently being taken for enrolment on the Diploma in Acoustics course.

Lindsay Shaw had joined the Environmental Health team at UUU

This year's David Montgomery Award winner is Nicole Thompson

The CIEH two day academic forum will be hosted by UUU next January/February

#### ***Date of next meeting***

10.30 Tuesday 16<sup>th</sup> November – Phillip House

There being no further business the meeting closed at 12.45



Honorary Secretary/Chairman

15<sup>th</sup> October 2010

