

NI Region Interim Management Board Meeting Minutes

Meeting Date		Venue	
10 November 2009		CIEH NI, 123 York Street, Belfast BT15 1AB	
In attendance			
S Cooper (SC) Chair	G McFarlane (GMcF)	Ursula Walsh (UW)	Jennifer Parkinson (JP)
Niall Convery (NC)	Sean Martin (SM)	Gerry Tierney (GT)	David Cuthbert (DC)
L Andrade (LA)			
Apologies			
D Allen	B Heywood	C Cooper	N McMahon
M McAllister			
		Action	By date
2	Declarations of interest		
	1.1 No declarations of interest.		
3	Minutes		
	2.1 Previous minutes were approved by Board		
4	Matters arising		
	3.1 Provisional joint event with CIEH NIR and Institute of Public Health on hold due to restructuring within its organisation. SC to follow up.		
	3.4 Joint conference with EHOA on hold.		
	3.5 Michael Cole Award. Format two panels (one from committee and another picked from audience 75/25 share on marks). Date 13 January 2009 venue tbc. Candidates to demonstrate their skills by presenting to panel and audience.	DD	asap
	7 ELP training to take place early October 2009	JP	
	8.3 David Montgomery Award criteria queried SC to investigation. Katy Rankin this year's winner.	SC	asap
5	Education report		
	5.1 Practical Pest Control 3 November 2009 – 13 attending. Feedback forms very positive.		
	5.2 Investigate possibility of advertising CIEH NIR programme via London.	DD	asap
6	Trustee Report		
	6.1 SC updated Board on Governance Review currently taking place at CIEH. Questionnaire on Council size and Trustees on main CIEH website.		
	6.2 Service Review ongoing report on current reporting mechanisms, and organisational review to be issued at end of December r2009.	SC	asap
	6.3 Port Health SIG on 13 November 2009 Clarendon Dock, FSA start time 11.00 hrs		

7	International Activities		
	<p>7.1 International Committee on the Board to go to http://www.britishcouncil.org/new/ (health links) with regards to furthering our work with Denis Mazili, Tanzania.</p> <p>SC announced that Elida Wilfred from Tanzania graduated top of class for 2009 – congratulatory letter and cheque has been sent to her.</p>		
8	Regional funding 2010		
	<p>8.1 SC circulated finalised plan to be reviewed.</p> <p>8.2 SM outlined finances to date. In order to secure better funding region needs to be CPD driven.</p> <p>8.3 Criteria for funding 50% for number of members, 20% for geographical size and 30% for amount of CPD provided. Membership meetings need to be ad hoc and focused by what is current and relevant to member.</p>		
9	6 Pack training Programme		
	<p>9.1 GMcF forwarded proposal of six pack scheme for 2010.</p> <p>9.2 Board reviewed same and commented verbally on changes to be made.</p> <p>9.3 GMcF will update and SC to represent to board and finally to Chair of CEHOG</p>	GMcF	asap
10	CIEH NI Director's Update		
	<p>10.1 Report by CIEH NI Director circulated. Report set out an overview of NI Directorate for 2010 in relation to work programme et al .</p> <p>10.2 Final assent after meeting with CIEH NI Director and CIEH CX on 17 November 2009 this will be posted on CIEH NI website.</p>		
11	Any other business		
	<p>11.1 Stephanie to forward Susanne's email address to be added to the Board's distribution list.</p> <p>11.2 Dates for next year's meetings.</p> <p>12 January 2010 13 April 2010 10 August 2010 16 November 2010</p>		