

I.R.R.V

Association Representatives Meeting

27th April 2010 – Keele Management Centre

Present

John Hewitson
Wendy Livings
John Clark
Anne Bradbury
Debbie Davies
Mike Fisher
Hilary Harvey
Kath Leonard
Islwyn Lewis-Jones
Andrew Ludwig
Iain Marshalsay
Nick Rowe
Andrew Stevens
Helen Stokes
Dean Thomas
John Warne
Pete Coles
Bob Trahern
David Magor
Gary Watson
Kate Hodder
Michael Hopkins

Association

Association Representatives – Chair
Association Representatives – Vice-Chair
Association Representatives – Secretary
West Midlands
Yorkshire & District
Lancashire & Cheshire
Wessex
Thames Valley
North Wales
West Midlands
North Wales
London & Home Counties
South Eastern
West Wales
South Wales
Severnside
Severnside
West Midlands
IRR V Chief Executive
IRR V Deputy Chief Executive
IRR V
IRR V

Chair's Opening Remarks

JH welcomed everyone to the meeting and thanked them for their attendance. JH commented that agenda contained some subjects deliberately placed to provoke debate.

JH appreciated that the subjects were sensitive and therefore asked all present to have courtesy of the views expressed by colleagues even if they did not agree or support them.

Apologies for Absence

Apologies for absence were received from the following Associations

- East Anglia
- Northern Ireland
- South Western
- Sussex & Surrey

There were no apologies or attendance at the meeting from the following Associations

- Scotland

Association Representatives & Council Communication

J Hewitson – Association Reps

Not every Association has a member of Council within their Association and that this is naturally causing problems for these Associations. This item was therefore placed on the agenda to see what could be suggested to eradicate this issue.

P Coles – Severnside

PC asked that was this issue not a key element of what is a successful Association

D Magor – IRRV

DM did not totally agree with the viewpoint of PC, if some Associations are finding difficulties in obtaining new membership for their executive committee, and therefore we should look to support these Associations.

Historically all Council Members used to visit the Associations throughout the year, although in the current climate returning to this policy may be cost prohibitive. We could look to resolve this via 3 alternative options

1. Council Members are encouraged to visit Associations on a frequent basis
2. Associations without a Council member could have a Council Member “attached” to them as per the suggestions in Appendix 1
3. Council Members could be encouraged to write a blog, updating all relevant information within this.

DM also confirmed that the details of Appendix A had not yet been discussed at Council yet, this was because this would naturally be linked to any debate at this meeting regarding the boundaries of Associations.

In addition Gary does a quarterly report within Insight, but what is needed by the Associations and who are their representatives.

B Trahern – West Midlands

Financially the Institute is in a difficult position, what ever is undertaken to improve things needs to fit within the current finances.

J Hewitson – Association Representatives

For the time being, we need to delay and further action on this area until a decision has been taken regarding the review of Association boundaries

Review of Association boundaries and meeting attendance

J Hewitson – Association Representatives

We need to make this a complete review of the Associations and their role, we need to ensure that we look at everything, lock, stock and barrel, and this way we will ensure that any future structure moving forward is fit for purpose

P Coles – Severnside

Firstly, when all Associations have seen the agenda and the content within it, it is very disappointing that we have 5 or 6 Associations not represented at the meeting.

We can not tinker with the edges, if we were starting from scratch would we develop the Associations in the manner they are now, if the answer is no, then we need to address this.

We also need to address and agree the criteria used for determining what we classify as a successful Association.

Do we need Associations and Forums, when only the boundary is different, whilst the goals are the same?

D Magor – IRRV

There is a difference between the Associations & Forums in that the Forum is a paid service.

J Hewitson – Association Representatives

The definition of what makes an active and successful Association has already been defined.

A Stevens – South Eastern

Agree in principle that we need to address poor performing Associations, however, we also need to ensure that the stronger Associations are not expanded too far and as a result lose 'local feel'

B Trahern – West Midlands

One option would be that we keep the Associations already defined as successful, and if there are unsustainable Associations then they need to merge with the sustainable/successful ones

Proposals

1. Align the Northern Counties with both Yorkshire & District, and Lancashire & Cheshire
2. Align South Western with Severnside and rename “Western Counties”
3. Align South Wales with West Wales and rename “South Wales”
4. Arrange a meeting between South Eastern and Sussex & Surrey to look at possible closer working.
5. All Associations within the proposals to arrange meetings which will need to be attended by Chief Executive or Deputy Chief Executive as well as Chair of Association representatives

Proposed: D Magor

Seconded: B Trahern

Financing of Associations

J Clark – Association Reps

One Association who wished to remain anonymous had asked if Associations who were not financially viable, could be funded by other Associations.

The proposal was rejected.

Association Diary

G Watson – IRRV

Mark Wallis has now completed work on the diary and this is ready to be tested. However on a wider scale we need clarification of how this is to be managed. There will be a link to the diary from the Association Reps webpage for ease of viewing.

Proposal

1. All diary items be sent from the various Associations to both Gary Watson and John Clark who will ensure that these are uploaded on to the diary

Proposed: G Watson

Seconded: J Clark

Education Report

Waiting for text from Michael Hopkins

Association Reps Handbook

G Watson – IRRV Headquarters

There are a couple of items on the Association Reps handbook which are already out of date.

Mileage is current 40p per mile and the VAT limits within the handbook are five or six years old

In addition all Associations need to consider the subject of Insurance for 3rd party public liability claims. Whilst HQ have sufficient Insurance for general items such as badges of office etc, individual Associations should make sure that they possess sufficient insurance for meetings, seminars and dinner dances etc.

J Hewitson – Association Representatives

Is this a recent change, the Associations were under the impression that all Insurance was covered by the finances of HQ

A.O.B

D Magor- IRRV Headquarters

A recent tendering exercise has seen the Institute appoint new auditors from late 2009. The contract was awarded after and EGM and has been awarded for a 3 year period

G Watson – IRRV Headquarters

Confirmed that the presidents Annual Reception will be held on Monday 5th July on HMS Belfast. As in previous years, John Clark will liaise with the Associations and Headquarters regarding the funded place available to each Association.