



Specific Interest Group On Project Risk Management

*** SIG Of The Year, 1999/2000 ***

Minutes of Meeting

Date: 10th October 2002

Location: AWE at Aspects Learning, Portland House, Aldermaston, Berks

Present:

Alcock Mark	BAE Systems Astute	Northcote Eric	Deloitte & Touche
Bedwell John	Halcrow	Ocock Michael	AC Consulting
Brassington Jim	ALSTEC	Phillips Frances	Connaught
Brown Russell	MOD		Communications
Carroll Daniel	Vertron	Pullen Rod	QinetiQ
Close Paul	Fujitsu Services	Racher Fiona	Risk Decisions
Crowther Martin	Serco Assurance	Richbell John	Railtrack
Davey Karl	Strategic Thought	Robinson Simon	Fujitsu Services
Day Chris	EC Harris	Scarborough Dave	Fujitsu Services
Desai Piyush	Vector Management	Scarff Frances	OGC
Gerdes Ron	BMT Reliability	Sear Tamara	Strategic Thought
Hanley Peter	BMT DSL	Shannon David	OPM
Harrison Jeremy	Railtrack	Spenceleg John	SIL
Hindley Guy	BAE Systems	Stewart Gordon	Bombardier
Isaac Ian	O2	Stupple Jo	WRSL
Jackson Simon	Reading University	Teixeira Tom	Strategic Thought
Jonas Val	Risk Decisions	Thomas GM	4DMC
Kimber Jose	Risk Decisions	Tuxford Terry	AWE
Kutsch Elmar	Bath University	Vogwell Deborah	Davis Langdon
Langridge Peter	Vector Management	Webb Alan	Alan Webb Consult
Lewis Alan	PM Professional	Wiley Paul	Antspire Ltd
Lycett Robert	AWE	Wilson R Douglas	Mott MacDonald
Mahy Eric	Line International		

Apologies

Blair Allan	Newland Ken
Chalklen Andrew	
Gill Peter	Warrilow Nick
Hillson David	
Hughes Dean	Turner Julian
Rawlings Philip	
Smith John M	

APM Web Site: www.apm.org.uk

Risk SIG Web Site: <http://www.eurolog.co.uk/apmrisksig>

For Risk SIG information, including software list, reading list and risk training courses.

Introduction

Eric Northcote opened the meeting by thanking AWE for hosting the meeting and especially to Terry Tuxford and Mary Robinson for organising the event.

Minutes of last meeting

The minutes from the previous meeting (11 July 2002) were agreed.

APM Business

A new APM Chief Executive, Chris Seabury has been appointed.

Specific Qualifications

A request has come from Andrew Chalklen for more exam questions, both for the multiple choice Part I questions and for the more detailed Part II. Any suggestions and offering should be sent direct to Andrew Chalklen.

Examiners for the qualification are also required. Any one able to offer their services for this should contact Andrew Chalklen.

SIG Business

Appointment of Chairman of APM Risk SIG

Jeremy Harrison was nominated for chairmanship of the APM Risk SIG. No other nominations were made and therefore Jeremy Harrison was elected without opposition. This will mean that a new secretary is required and will be elected at the next meeting on the 16th January 2003.

PRAM Guide

A questionnaire has been circulated. Eric Northcote thanked all those who had provided feedback this will feed into the review of the PRAM guide. The present plan is for the review to be completed within 12 months.

SIG Questionnaire

A questionnaire has been circulated to the APM SIG members for comments and ideas on what events they would like to see the SIG hold. The findings of these were summarised by the chairman, indicating a wide range of interests. The details can be found on the SIG website. This will be discussed in more length at the next SIG meeting.

Training and Seminars

The SIG was advised of two forthcoming seminars;

- 5th Risk Conference – Practical Implementation of Risk Management 29th November 2002
- IMechE – Managing Project Risk 14th November 2002

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Workshop

A summary of the workshop, that took place in the morning, 'How To Report Risk and To Whom: Risk Communication and its effectiveness as a tool of risk management' was presented by Frances Phillips to the SIG who had organised the event.

The output from the workshop can be found on the Risk SIG website.

A discussion followed to identify the subject for the next workshop that will take place in the morning of 17th April 2003. A number of subjects were suggested (these are listed at the end of the minutes). The subject most supported was 'How to proactively manage their risks' – this will be organised by Deborah Vogwell.

Risk Tips

Peter Hanley of BMT demonstrated a tool including a challenge to the taste buds.

Tools and Techniques

No specific tools and techniques were advised.

A Knowledge Sharing Network (KSN) meeting had taken place during the lunchtime, which Dave Scarbrough had chaired. The next KSN will take place during the meeting in April.

Date of Next Meetings

The next meeting will be on Thursday 16th January 2003 at the Railtrack Eastern offices, 12-34 Great Eastern Street, London nr Liverpool Street Station (see map attached to calling notice). The future meeting dates thereafter are:

Thursday 17th April 2003

Thursday 10th July 2003

Offers to host the meetings would be appreciated.

AOB

Meeting Speakers

“Managing Risk Across the whole life of a facility – a design perspective”

Simon Jackson

School of Construction Management & Engineering, Faculty of Science, The University of Reading

“New government guidance for the Management of Risk”

Frances Scarff

Office of Government Commerce

Coffee Break

“ARM”

Tom Teixeira, Head of Risk Management

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Karl Davey, Active Risk Manager - Product Manager

Strategic Thought Ltd

Copies of there presentations will be made available at www.apm.org.uk (Risk SIG)

MEETING CLOSED

Risk SIG Contacts

Membership enquiries, copies of minutes, and meeting details :

SECRETARY	tba
CHAIRMAN	Jeremy Harrison Railtrack East Anglia House, 12-34 Great Eastern Street, London EC2A 3EH Tel: 020 7904 4264 Fax: 020 7904 4418 e-mail: harrisonj.Railtrack@ems.rail.co.uk
TRAINING & SEMINARS	Josie Lee Knowledgepool, Tel: 01573 604116 Fax: 01753 604075 e-mail: josie.lee@knowledgepool.com
TECHNIQUES & TOOLS	Dave Scarbrough Business Assurance FUJITSU SERVICES Tel: 01753 60 4468 Fax 07867 82 2917 e-mail: dave.scarbrough@services.fujitsu.com

Please advise the secretary of any changes to email addresses

Workshop subjects;

1. Scenario Planning
2. Cost estimation aids to risk management
3. Quantifying change as a measure of risk
4. Risk/reward corporate and project
5. How to proactively manage their risks
6. What do we mean by risk and where does project management stop and risk management start
7. Role of risk management

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