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**ANNUAL GENERAL MEETING OF THE QUARTERLY COMMITTEE**

**AGENDA**

**Date:**  29th April 2021

**Time:** 10am – 12:30pm

**Location:** Webex Video conference

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|  | **Agenda Item** |
| **1** | **Apologies for Absence** |
| **2** | **Minutes of the Meeting held 11th February 2021** |
| **3** | **Matters Arising:**   1. Attracting talent to the industry – Timewise project (SH) 2. Build UK issues    1. Construction Playbook 3. Skilled Worker visas 4. Reinforcement Suppliers Audit – CJ to update on who has signed up as auditors, and suppliers 5. Fatigue Science – still awaiting report – SH may know more 6. Sonic Logging Incidents – a joint group between the SPOG and the Technical committee was suggested by Mark Pennington, should we pursue this? PH may have more of a view on the data |
| **4** | **Confirmation of Executive Committee**   1. Steve Hadley, Chair 2. Phil Hines, Immediate Past Chair 3. John Chick, Senior Vice Chair 4. Malcolm O’Sullivan 5. Stuart Norman |
| **5** | **Adoption of Accounts**   1. Review of 2020 Accounts   Resolution: That the 2020 Accounts shall be adopted  Accounts were circulated on 26.3. and yesterday. Need to get these signed by SH and PH following the meeting |
| **6** | **Appointment of the Auditor**  Resolution: Crane & Partners shall be appointed as auditors for 2021 Accounts |
| **7** | **Update on Strategic Objectives 2020-21**   1. Health 2. Safety 3. Quality 4. Environmental 5. Human Resources |
| **8** | **Quarterly Order Statistics (Q1) discussion** |
| **9** | **Quarterly Accident Statistics (Q1)**   1. AFR and Member performance |
| **10** | **Breakout Sessions**   1. Areas of focus for Incident reduction 2. Respecting Restricted Zones 3. Adding more diversity into the Quarterly Committee |
| **11** | **Committee Reports – Reports attached – specific issues for discussion to be raised**   1. Executive Committee 2. Technical Committee – New Chair, we have a VC nominee 3. Safety, Plant & Operations Committee – need a new VC nominee, Concrete Pump Processes, and EFFC Golden Rules 4. Commercial Committee – need a new Chair, we have a VC nominee 5. Environmental Sustainability 6. Early Careers Group – |
| **12** | **Membership Matters**   1. Membership Audit 2. Membership Applications |
| **13** | **Contact with other organisations**   1. Reports as necessary: EFFC, CITB, Ground Forum, AGS |
| **14** | **Social Events**   1. 2021 Events    1. Annual Awards Dinner – 15 October London Bridge Hilton |
| **15** | **Any Other Business** |

**Dates of 2021 meetings:**

**21st July (10am-1pm) – Location TBC**

**15th October (1-4pm –London Exact Location TBC)**