~~~~

**ANNUAL GENERAL MEETING OF THE QUARTERLY COMMITTEE**

 **AGENDA**

**Date:**  29th April 2021

**Time:** 10am – 12:30pm

**Location:** Webex Video conference

|  |  |
| --- | --- |
|  | **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 adoptedAccounts 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)**