

## Online Annual General Meeting

### Minutes

Thursday 20 May 2021, 1700 – 1830

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#### Present:

Kelvin Clarke (KC), Nicola Blaney (NB), Pamela Gidney (PG), Malcolm Matheson (MM), Carolyn Rollo (CR), Kyle McKinnon (KMCK), Richard Llewellyn (RL), Keri Stewart (KS), Duncan Morrison (DM), Tony Kivistik (TK), Neil Johnstone (NJ), Kostas Vavatsoulas (KV), Conor McCarthy (CMcC), Alan Crockett (AC), Russell Henderson (RH), Ross Speirs (RS)

#### Apologies:

Nicky Laird (NL), Richard Perry (RP), Scott Grant (SG), Sophie Mackenzie, Elissar Morris (EM), Martin Gallagher (MG)

#### General attendance:

Stuart Baird, Simon Hindsaw, Kathryn MacKay, Andy Keba, Jon Hassel, John Swift, Andrew Diansangu, Ravi Grandhi

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### 1. Welcome

CR presented apologies.

The following resignations from Committee are noted:

- Stephen Cragg,
- Richard Perry;
- Ross Speirs;
- Sophie Mackenzie.

NB welcomed attendees and introduced the Committee.

NB thanked the Committee and the membership for their continued effort to keep the transport industry resilient and working during a challenging year.

### 2. Summary of CIHT Scotland 2020/2021

NB provide a summary of the efforts of the Committee towards meeting CIHT Scotland Action Plan targets and addressing unforeseen circumstances as a result of the pandemic as follows:

- Resilience achieved via a switch to online events;
- Preparation of the Business Continuity Plan;
- Enhancement of Equality Diversity and Inclusion via relationships with Inclusive Infrastructure Scotland and Women in Transport;
- Delivery of 15 no. regional events;
- Business planning on possible routes to revenue raising via events charging;
- Slight positive increase in CIHT Scotland members;
- Excellent progress in communications via a new newsletter and enhanced participation in CIHT Scotland LinkedIn page; and

- Scottish Policy Forum and Young Professional activities on track.

Thanks were noted to Elissar Morris for her work as the region's Regional Engagement Officer and support to the Committee over the past year

### 3. Treasurer Summary of 2020/2021

The funds available are:-

Details	Amount
Current account balance as of	£21,353.99
Uncashed cheques	£0.00
Less misplaced payments	£0.00
Deduct creditors (Charity Payment)	£0.00
Add debtors	-
Deduct allocated funds	-£800.00
<b>BALANCE AVAILABLE</b>	<b>£ 20,553.99*</b>

**\*Funds based on attached accounts submission from BW.**

Comments

- Allocated funds adjusted to reflect COVID19 situation.
- No significant change within balance as a result of current climate with significant reduction in events, cancellation of annual dinner etc.

### 4. Chair Nomination and Continuity Plan

NB continues in post as Chair as per agreement from 2019/20 for a 2 year Chairship. NB shared CIHT Scotland Continuity Plan focused on the role of Officer bearers and Committee members for succession planning purposes.

### 5. Officer Bearer

- Vice Chair – NB nominated CR, KC seconded, no objections
- Treasurer – NB nominated AC, RS seconded, no objections
- Hon. Secretary – NB nominated CR, PG seconded, no objections
- Events – NB nominated PG, CR seconded, no objections
- Membership –NB nominated KMck, RL seconded, no objections
- Communications –NB nominated DM, KMck seconded, no objections
- YP Chair – NB nominated MM, CMcC seconded, no objections with support from Vice Chair appointment TBC
- SPF – NB nominated KS, seconded by RL, no objections

Ex-officio members recorded as KC, RS and NJ

#### **6. Election of Ordinary Committee Members**

Existing Committee members all remain in place. Proposals nominated by NB, seconded by CR, no objections.

New Committee members:

- Scott Grant - NB nominated, CMcC seconded, no objections
- Kathryn MacKay – CR nominated, KMcK seconded, no objections
- Andrew Diansangu – CR nominated, KS seconded, no objections
- Andy Keba – CR nominated, RL seconded, no objections
- Ravi Grandhi – NB nominated, PG seconded, no objections

Events sub-group Committee members remain in place as follows - PG/CMcC/CR/DM/KC/KMcK/MG/MM/NL. Ravi Grandhi joined the sub-group. NB will continue to take an oversight role.

Dinner sub-group Committee members – NB/CR/AC/PG.

#### **7. Representation to CIHT Council**

RH remains ordinary rep. to Council

#### **8. Regional Panel Rep**

NB supported by CR and KC

#### **9. Dates of Future Meetings (6 no. + plus)**

Proposed all to be in digital format, EM to circulate Teams invitations.

#### **10. AOB**

None

Meeting closed at 18:40