

 The Institute of Healthcare Engineering and Estate Management

SOUTHERN BRANCH

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| **Chairperson:** | **Honorary Secretary:** |
| Chris James, I.Eng, MIHEEM  | Neil Haskell, MIHEEM |

**Minutes of the 406th Meeting (AGM) held on Tuesday the 11th February 2025, held on Teams**

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| 1.0 | **Present:** | C James | R Prowting | R Boyce | G Orchard |
| R Harris | N Haskell | S Nicol | R Skeets |
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| **Apologies:** | None received |  |  |  |
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| **2.0** | Previous Minutes (405 and 401 Meetings) |
| 2.1 | The minutes of the 405th meeting held on Wednesday 25th September 2024were approved. |
| 2.2 | The minutes of the AGM/401st meeting held on Tuesday the 30th of January 2024 were approved. |
| **3.0** | Matters Arising |
| 3.1 | There were no matters arising. |
| **4.0** | **Reports** |
| 4.1  | **Chairperson:** Chris James, thanked the Treasurer and Secretary for their support over the last 12 months, Chris Informed the Committee that he is aware that the IHEEM Head Office refurbishment has now been completed and he is planning on contacting them along with visiting the offices, to find out what support they can provide to the IHEEM Branches. |
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| 4.2 | **Secretary:** Neil Haskell informed the Committee that he had not received any communications from Head Office. |
| 4.3 | **Treasurer:** Richard Harris had nothing to report. |
| 4.4 | **Council Member:** Richard HarrisRichard Harris confirmed that the IHEEM Head Office refurbishment has been completed and the official opening happened last week.Richard Harris informed the Committee of the forth coming IHEEM events in Ireland there is going to be a HSE Conference at Trinity College, Dublin, Conference Centre, being held on the 1st April.The Innovation in Healthcare Conference and Exhibition at Uttoxeter Racecourse is on the 9th April.Wales Regional Conference, Exhibition and Awards Dinner will be held at ICC Newport on the 7th and 8th of May.IHEEM Authorising Engineer Conference, at Epsom Downs, Racecourse is on the 8th July.IHEEM Healthcare Conference, Exhibition and Awards Dinner to be held in Manchester on the 21st and 22nd October.At the most recent Council Meeting there was discussion about Branch Officers receiving free tickets to the IHEEM Conference and Exhibition with the possibility of a table at the Awards Dinner Ceremony. IHEEM were in the process of mapping out the location of Members, this could assist Branches regarding the locations to hold Branch events being closer to Members locations. |
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| **5.0** | **Nominations for Branch Officers for 2025** |
| 5.1 | Neil Haskell had Contacted Head Office regarding nominations for Southern Branch Officer Positions, but it appeared that they had not received any nominations.  |
| **6.0** | **Election of Branch Officers** |
| 6.1 | It was agreed that the existing Officers would remain in their current officer positions this was proposed by Richard Boyce and seconded by Richards Skeets.

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| **Chairman:** | Chris James |
| **Treasurer:** | Richard Harris |
| **Secretary:** | Neil Haskell |

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| **7.0**7.1**8.0** | **Technical meeting venues**The committee discussed the possibility of having a tour around one of the recently built hospital facilities, Richard Skeets informed the Committee that the BEACH Hospital facility at the Royal Bournemouth Hospital has just been completed and he has been invited to a Breakfast Event as part of the opening of the new facility next week.We will make enquires to find out if there would be any possibility in us having the opportunity to visit the new facility. **Any Other Business** |
| 8.1 | The Secretary and Chairman had received notification from Derek Chaplin to inform us that he had decided to resign at the end of last year, the chairman and Secretary wished him well and Chris James will raise this when he visits Head Office. |
| **9.0** | **Date and Time of Next Meeting** |
| 9.1 | The next meeting; the 407th is planned for Tuesday 20th May 2025 commencing at 15.00. |
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