

Speaker Biographies

Alan Shipman

Alan Shipman is Managing Director and Principal Consultant for Group 5 Training Limited, a leading independent consortium of technical experts and consultants providing practical guidance on the implementation of Information Management Systems. Group 5 Training specialise in the application of the British Standard Specification for Evidential Weight and Legal Admissibility of Electronic Information (BS 10008), for achieving real business benefits, with particular emphasis on management policies and operational procedures, in both traditional and e-commerce environments. They also provide consultancy services relating to the practical implementation of the Data Protection Act 1998, to the International Standard on Records Management (ISO 15489) and to the BS ISO 27000 series (Information Security Management).

Alan has been involved in Document Management Standards for over 25 years, specialising in user aspects. He is Chairman of the BSI Document Management Applications committee, and is convenor of the International Standards Organisation (ISO) Document Management Quality sub-committee. He is a member of the UKAIIM Standards Committee, having previously acted as chairman for over 5 years. He received the Master of Information Technology award from the Association of Information and Image Management International in 1998, and was awarded their Standards Excellence Award in 1999. In 2009 he was awarded the AIIM Distinguished Service Award for his work in International Standards.

Alan acted on behalf of BSI as Editor for the 'Legal Admissibility' Code of Practice (BSI PD 0008), combining work from the leading vendor and user groups (CSF, IDMA, RMS and UKAIIM) into the final publication. He then worked as author and editor on the second, third and fourth editions (BIP 0008) of the Code, with their wider scope and application. He also acted as author and editor for the 2005 extension of BIP 0008, dealing with information communicated electronically (BIP 0008-2) and linking electronic identity to documents (BIP 0008-3), for use with e-commerce and other electronic information systems. More recently, he acted as the subject expert for the development of BS 10008:2008 Specification for Evidential Weight and Legal Admissibility of Electronic Information.

Group 5 Training was commissioned by BSI to develop the various editions of the Compliance Workbook (BIP 0009). This takes you step-by-step through an evaluation of the system. It is also invaluable tools when used to document compliance with BS 10008 and with the Code of Practice (BIP 0008).

Alan chairs the BSI Access and Privacy Editorial Board, which is responsible for the 'Guide to the Practical Implementation of the Data Protection Act 1998' and the 'Freedom of Information - A practical guide'. In 2008, Alan was tasked with developing the new British Standard (BS 10012) which is a specification for a management system which enables organisations to demonstrate compliance with data protection legislation (for publication in 2009).

Group 5 Training Limited has for the last 10 years worked in association with BSI on the presentation of Training Workshops on various aspects of the practical implementation of Legal Admissibility, Records management, Data Protection and Freedom of Information requirements. This included the development of the ISEB accredited courses in Data Protection, Freedom of Information and IT Law.

Alan is a regular speaker at events organised by organisations and associations in the archives and records management, educational, engineering, health care, financial, legal, local government and system supplier fields, as well as at national events such as the AIIM Information Management Roadshow and the Records Management Society conference.

Richard Jeffrey-Cook, CITP

Richard Jeffrey-Cook is a Director In-Form Consult Ltd. Richard has over 20 years of implementing IT solutions to both public sector and private sector organisations and has supplied information management consultancy to, and implemented systems on behalf of, organisations including the Houses of Parliament, European Central Bank, The British Library, The National Archives, over 25 local authorities and global private companies including Honda, Foster Wheeler and BP. His articles have appeared in RM bulletin and other leading magazines.

In-Form Consult Ltd is a leading European Information Management Consultancy helping organisations to introduce better information management practices and implement electronic document, content, knowledge and record management systems.

William Kilbride

William joined the Digital Preservation Coalition (DPC) in 2009 from Glasgow Museums where he initiated work on digital preservation and access to aspects of the city's growing digital collections. Previously he was Assistant Director of the Archaeology Data Service at the University of York and a lecturer in archaeology at the University of Glasgow. He has contributed to numerous workshops, guides and advice papers relating to digital preservation. He served on the steering committee for the UK Needs Assessment, is a tutor on the Digital Preservation Training Programme and was a judge for the 2007 Digital Preservation Award.

The Digital Preservation Coalition is a not-for-profit membership organisation whose primary objective is to raise awareness of the importance of the preservation of digital material and the attendant strategic, cultural and technological issues. It acts as an agenda setting and enabling body and its vision is to make our digital memory accessible tomorrow.

Iain Fleming

Iain Fleming has worked in the Public Record Office of Northern Ireland since leaving Queen's University with a degree in Ancient History & Byzantine Studies and no clue as to what to do next.

Since joining PRONI he has worked in various sections across the organisation. In 2002 Iain found himself in the newly formed Records Management & Records Administration section and has remained there ever since. This period has seen the advent of FOI in 2005 and the RecordsNI project which saw the implementation of TRIM across the Northern Ireland Civil Service.

Currently he is looking at ways of setting up PRONI as a Trusted Digital Repository capable of taking in and preserving electronic records, preserving website content and ensuring the longevity of Northern Ireland's digital heritage.

Susan Healy

Susan Healy has worked in The National Archives since 1985, since its days as the Public Record Office. For some years now she has specialised in information policy and legislation and their effect on records and archives, but she has also had an ongoing involvement in records management. She was first chair of the BSI sub-committee that oversaw development of the records management standard, BS ISO 15489 and more recently led re-drafting of the records management code of practice under section 46 of the FOI Act which was re-issued last July. She is currently working on guidance to supplement the code.

Sarah O'Cathain

Sarah O'Cathain joined the ICO in 2005 as a promotion and policy development officer, and then became a complaints officer. Sarah undertook a secondment in the ICO's Cardiff office for eight months in 2009 and was appointed FOI team leader in the Belfast office in October 2009. Sarah leads a team of senior complaints officers investigating FOI and EIR complaints involving NI public authorities, as well as some complaints involving UK central government departments.

Colm Murphy

Colm Murphy, BBS, MA IMM, PhD (can.) has devised several major research projects for both the Irish and British media using freedom of information. This includes The Sunday Times Parent Power survey of Irish schools in 2003 -2010. He wrote The Sunday Times Guide to Irish Secondary Schools (2006, Penguin) and has authored The Sunday Times Irish University Guide for the past seven years. Other work includes The Sunday Times Irish Rich List (1996-2010) and several RTE investigative documentaries. He has lectured in Ireland, the UK and America. He lectures in media law and investigative journalism on the University of Ulster's MA Journalism which was named in December as the best performing journalism programme in the UK. He is also a visiting lecturer at Dublin Institute of Technology in media law.

Dorothy Quinn

In January Dorothy was re-elected as membership officer for the Records Management Society of Ireland a position that she has held since 2006 when it was first established. We have now over 100 members Nationwide.

In 2009 she was elected President of Network Limerick.
She graduated from Northumbria University in November 2008 after successfully completing her Masters in Records Management.
2009 she won Network Ireland Business Woman of the Year in Employment, after competing with approximately 1,200 Network members;
Dorothy Won a local award; Limerick Business Woman of the year in Employment.

She has worked for Records Management companies for over a decade such as Glenbeigh Records Management as Regional Sales Manager and Iron Mountain as their Business Development Manager.

Dorothy was head hunted by Archives Consulting Services which is part of the DMG Group and she started as a Business Development Executive in January 2010.

Her thesis was titled “Offsite Records Management Storage” the Irish experience.

Lawrence Stanford

Prior to joining PRONI in summer 2005, Lawrence worked in several NI Government Departments as a Business Accountant and Head of Corporate Governance. He is part of a dedicated Unit tasked with taking forward both the development of a new record office and the relocation of the records and staff to the new building in Titanic Quarter. As Project Manager for the project to outsource records to the private sector, Lawrence both wrote the specification for the bespoke off-site PRONI vault and awarded the contract to the successful bidder.

He is currently working closely with the building developer in the run up to the new office being handed over in late summer 2010

Edith Pringault-Adam

Edith Pringault-Adam is currently the Information and Records Manager at Aberdeenshire Council on a part-time basis since January 2010. In her role, she formulated the Council’s information management policy, supported by an ambitious information management programme for 2007 to 2009. She is now working on the information management strategy for 2010 to 2015. In the 3 years she has been in post, the profile of information and records management has risen significantly in the Council and there is now a project formally underway in each service.

Her career so far spans over 15 years in private and public organisations. After a degree in Business and Administration in 1989, she graduated in 2007 with a Masters in Records Management with Commendation from University of Northumbria.

She started her own business in October 2009 as a colour consultant.

Edith was the Chair of the Records Management Society (RMS) Scotland Group from 2007 to 2009 and is a member of RMS Executive until March 2010 as Director of the 2010 RMS Conference.

Graham Jackson

Graham started PRONI in 1997, and has worked in various areas, such as Acquisitions, Cataloguing and the Public Search Room. He contributed to the setting up of the PRONI electronic catalogue (eCATNI). He is currently the Client Manager for NI Departments, responsible for Freedom of Information, and Records Management.

Graham co-authored a paper at the IS+T conference, Ottawa, Canada, 2005, on the challenges of electronic cataloguing. He has also co-presented a recent series of Records Management workshops for Non Departmental Public authorities.

Graham is a qualified archivist, with a Diploma in Archival Administration through Aberystwyth, University of Wales.

When not dealing with the complexities of Departmental records management and FOIA Exemptions, Graham can be found at various lowly establishments listening to excessively loud rock music, and on certain occasions can be known to leap out of the side of perfectly good aeroplanes or decide to abseil down random buildings.

Martin Bradley

Martin Bradley is a professional archivist and Director of Archives Consulting Services, a provider of consultancy and outsourced solutions for Information Management, Records Management and Archives Management. Since graduating from the UCD Archival Science postgraduate course in 1997 Martin has worked with clients including The National Museum of Ireland, Bank of Ireland, The National Library of Ireland, Allied Irish Banks, Dublin Airport Authority, The Heritage Council, The Northern Ireland Museums Council and many more. For more on Martin see www.archivesconsult.com

Denise Nixon

Denise Nixon began her Civil Service career in November 1981 in Central Benefits Branch. In May 1997 she transferred to Personnel Management Branch where she was part of a Project Team assessing the benefits of Team Working within the Social Security Agency. As part of this project she spent a week working within the benefit structure in Sweden. From 1998 to date she has been involved in Records Management. She was responsible for the development of disposal schedules for the Department of Health, Social Services and Public Safety (DHSSPS) and the Health and Social Care Organisations. She was also involved in developing the DHSSPS File Plan with the introduction of EDRMS.

In 2009 after completing studies via distance learning, Denise achieved a Diploma in Professional Studies: Records and Information Management from the University of Liverpool.

Brendan Murphy

- Began career in private industry in N. Ireland as a Work Study Officer

- Moved to public service – Department of Health in Northern Ireland to the post of Management Services Officer carrying out efficiency services reviews in Hospitals and Health Centres.
- Joined Mid-Western Health Board in Limerick in 1986 as Organisation and Methods Officer.
- Set up and established the Board's Organisation Development Unit in 1997.
- First major task was implementation of the FOI Act so took on the role of FOI Officer for 2 years.
- Role focus changed to the implementation of large scale initiatives with a particular emphasis on Business Process Reviews many of which had Records Management implications.
- Upon the formation of the Health Service Executive in 2005 he became a National Organisation Development and Design Manager with a brief to support managers and staff in improving organisational effectiveness and implementing transformational change.
- Because of his interest in Records Management he became a founder member of the RMS Ireland Executive Committee while also undertaking an MSc in RM in 2006 at the University of Northumbria.
- He has been actively promoting the importance of this function in his organisation throughout the years leading to the development of this new RM strategy for his Organisation.

