



Draft Minutes

NIABT Board of Trustees' Meeting

Tue 28 June 2011

Attendance:

Robin Newton MLA

Joanne Stuart

Leslie Cree MLA

John Rooney

Dominic Bradley MLA

James Devlin

Chris Lyttle MLA

Alec McRitchie

Gareth McGrath

Glyn Roberts

Sheila McClelland

Professor James Haughey

1. Apologies

Sue Ramsey MLA

John O'Farrell

David McClarty MLA

Grainne Walsh

2. Governance and financial arrangements

Prior to the election of the new chairperson, Gareth McGrath presided over the meeting.

2.1 All Trustees provided a short introduction for the benefit of the new Trustees. Gareth McGrath invited and received nominations for the position of Chairperson:-

- Leslie Cree proposed Robin Newton.
- Dominic Bradley proposed Chris Lyttle.

2.2 With two nominations for chairperson, it was agreed that both would be accepted and work on a rotating basis, with the chairperson changing after 1 year. It was agreed that Robin Newton would take the chairpersonship for the first year, followed by Chris Lyttle.

2.3 The post of vice-chair has been newly introduced this year, following a review of the Business Trust.

2.4 Gareth McGrath reported that after seeking nominations in advance, Glyn Roberts and John Rooney had been nominated for the position of vice-chair.

2.5 A similar system of rotation will be operated with the vice-chairpersons, with Glyn Roberts acting as vice-chairperson for the first year, to be followed by John Rooney.

3. Budget arrangements

3.1 Under the current budget, the Northern Ireland Assembly is under pressure to reduce financial outgoings. It was proposed and agreed that the Northern Ireland Assembly continues to financially support the Assembly and Business Trust through the provision of office space and 2 full time staff with costs for hospitality at events and printing paid for directly from the business contributions to the NIABT. Hospitality in Parliament Buildings would continue to be paid at internal rates.

3.2 Following presentation of accounts at the NIABT AGM, it was noted that the NIABT had a growing surplus of £9000 per annum.

3.3 Glyn Roberts proposed that the Assembly and Business Trust explore opportunities for acquiring sponsorship for events. It was proposed and agreed that there will be a charge to cover costs for future NIABT trips,

but this will not be for profit. The Industry and Parliament Trust currently works on a similar system.

3.4 The Board agreed that there should be a policy on recruitment of large companies, as the NIABT will rely more heavily on business contributions.

Gareth McGrath handed over chairmanship to Robin Newton.

4. Adoption of previous minutes

The minutes from the previous meeting were approved. Leslie Cree MLA proposed that the minutes represented a true and accurate account of the meeting. This was seconded by John Rooney.

5. Events

The Chair reported on both recent and planned events.

Recent Events

5.1 A Question and Answer session with MPs was held on 24th February 2011. Joanne Stuart stressed that it was very important for businesses to understand Westminster and raised the possibility of making the panel discussion a regular event.

5.2 A Procurement seminar was held on the 21st April 2011, hosted by John Gibson, Head of Procurement in the Northern Ireland Assembly. John Gibson has been asked to host a similar event in the Northwest on 29 September 2011.

5.3 A breakfast briefing on Corporation Tax was held on 14th June 2011.

Forthcoming Events

5.4 An educational visit to Westminster is planned for 14/15 September.

5.5 A trip to ILEX is planned for Friday 30th September. James Devlin proposed that workshops with local businesses be organised to make the most of the trip. It was suggested that a dinner could be held on the Thursday evening.

5.6 Glyn Roberts noted that he had contacts in the Londonderry Chamber of Commerce and would get in touch with Sheila McClelland about this.

5.7 The annual European Educational Visit is planned for 21st - 24th November 2011, in conjunction with the Irish Institute at Leuven.

5.8 Alec McRitchie noted that there is currently an EU consultation into the Framework 8 Programme on Research and Development and that it would be worth running an event on this theme.

ACTION – Staff to contact Caroline Nash about making this an element of the education visit.

5.9 John Rooney suggested that Ronnie Hall could host an event on the topic of Research & Development funding in

Parliament Buildings. Sheila McClelland suggested that CEL and CETI should be involved in such an event.

ACTION – Explore the potential for a business sector event on Framework 7 Research & Development programmes.

Glyn Roberts is to work with Sheila McClelland on this.

James Devlin commented positively on more briefings being held in the Northwest region.

6. Membership Applications

The Chair asked the Board to consider the membership applications to the Trust. All applications were approved for Asa Marketing Group, Action for Children, Apple Recruitment Services, Belfast Distillery, BSX2, Cobalt Trinity, CBRE (NI) Ltd, CMS Global Ltd, Coleraine Borough Chamber of Commerce & Industry, Electricity Saver Ireland, Hughes McMichael Ltd, JCI Belfast, Legal Island, McKinty Associates and Tennants Textile Colours Ltd.

ACTION – Staff to clarify turnover details of one applicant.

7. Website

Louise Simpson gave a presentation on the new NIABT website.

8. AOB:

The Chair asked what could be done to acknowledge William Wright's contribution to the NIABT. William Wright is a long standing member who retired from the Board of Trustees at the start of this mandate.

ACTION – A proposal is to be considered in conjunction with Speaker's Office.