

**Minutes of the 164<sup>th</sup> Meeting of the Board of InterTradeIreland, the Trade and Business Development Body.**

**Tuesday 31<sup>st</sup> May 2016 – InterTradeIreland (12.30pm – 14.25 pm)**

Present:

Board Members:

Mr Martin Cronin	Chairman
Ms Joanne Spain	Vice Chair
Mr Terry Crossan	
Ms Rosemary Delaney	
Mr Jack Gallagher	
Mr Paul Greenfield	
Mr Patrick Joy	
Mr Timothy Mayes	
Prof Terri Scott	
Mr James Spratt	
Mr Paul O’Sullivan	

In Attendance:

Executive:

Mr Thomas Hunter McGowan	CEO
Mr Aidan Gough	Director of Policy and Strategy
Ms Margaret Hearty	Director of Programmes and Business Services
Mr Laurence Lord	Director of Corporate Services
Ms Orla McGlennon	Board Secretary

**164.1 Apologies.**

An apology was received from Mr Kevin Norton.

**164.2 Conflict of Interest.**

No conflicts of interest were declared.

### 164.3 Authorisation of Previous Minutes.

The Minutes of the 26<sup>th</sup> April 2016 Board meeting were approved and authorised by the Chairman.

### 164.4 Matters Arising

Mr Hunter McGowan advised that as polling day is now close there would be no further comments from InterTradeIreland on the potential implications of the UK leaving the European Union for the Body (BREXIT).

### 164.5 CEO Report

Mr Hunter McGowan presented his CEO report. He advised that he presented at Procurex in the RDS on 27<sup>th</sup> April 2016. The recent Funding for Growth events in Belfast and in Croke Park were very well attended with all the major banks and a wide variety of funders in attendance.

The CEO reported that following on from the initial meeting to examine how opportunities identified in the “*Mapping the Potential of all-island sectoral and ecosystems*” could be explored, a further meeting was held on 11<sup>th</sup> May 2016. The Senior Leadership team met with specialists in the pharmaceutical sector from Invest NI, IDA, Enterprise Ireland and Science Foundation Ireland and their colleagues from their respective policy and planning departments. Chris Van Egeeraat from Maynooth University gave a comprehensive presentation. It was agreed that the next step is for InterTradeIreland to prepare an action plan for consideration at the next meeting at the end of June.

In the period leading up to the Assembly elections, Departments have been working to develop a high-level framework for the new Programme for Government which will adopt an Outcome Based Accountability model. The CEO reported that he attended a workshop aimed at informing partners of the new outcomes focussed approach and to facilitate discussion and engagement on the main issues and how this will impact on the work of the partners going forward. Mr Gough recently attended a follow up workshop in Belfast.

The CEO reported on his attendance at the Academy of Engineers conference in Dublin at which a number of reports were presented including a report on the Dublin Belfast Economic Corridor.

The Senior Leadership team met on a number of occasions to prepare for the Board/Staff idea generation workshop to be held in the Canal Court hotel, Newry on 7<sup>th</sup> June. The process for the delivery of this event is to use elements of the current InterTradeIreland Innovation Challenge methodology.

The Chairman thanked Mr Hunter McGowan for his report.

## 164.6 Board Sub Committee/Steering Committee Reports

### *Trade Sub Committee Report*

Mr Joy reported back from the Trade Sub Committee meeting held on 26<sup>th</sup> April 2016. The Committee considered 13 Acumen applications and approved 9 projects, 2 projects were rejected and 2 projects were deferred for further information.

The Board noted the decisions of the Trade Sub Committee and the Chairman thanked Mr Joy for his update.

## 164.7 For Consideration, Discussion, Decision &/or Approval

### *Operations Directorate Progress and Activity Report*

Ms Hearty presented the Operations Directorate Progress and Activity Report. She advised that all programmes and budgets continue to be on track. The new contract for the next phase of Go2Tender is due to be awarded at the end of May. The annual InterTradeIreland Seedcorn Competition continues to receive strong interest from across the island with 300 registrations received to date, an increase of 54 from the same period in 2015.

Meet the Funders events took place in Belfast and Dublin on 26<sup>th</sup> and 28<sup>th</sup> April with over 400 SMEs in attendance at both events in addition to over 30 funders exhibiting at each event. Feedback received to date from SMEs attending the event has been very positive. The Executive screened a new 'Other Sources of funding' animation developed by the team which has been positively received and is now live on the InterTradeIreland website. Ms Hearty reported that the Belfast Meet the Buyer event is scheduled for 8<sup>th</sup> June and to date over 750 participants have registered to date. This year all 11 Local Council Authorities in Northern Ireland will attend a number of their Economic Development teams will have stands in the Business Support zone.

Ms Hearty reported that 147 companies participated in Go2Tender training this month. Interested companies are being filtered through an 'Introduction to Tendering' half day workshop session to streamline those most equipped to benefit from the 2 day workshop sessions. Plans are underway for 2 regional Meet the Buyer events in Cork and Galway. The Galway event is in partnership with the HSE focussing on opportunities in this sector.

The Chairman thanked Ms Hearty for her report.

### *Governance and Financial Matters*

Mr Lord presented the Governance and Financial Matters report. He sought approval in principle for the 2015 accounts which were to be considered by the Audit and Risk Assurance Committee immediately following the Board Meeting. He advised that subject to the Audit and Risk Assurance Committee being satisfied with the Accounts, it was expected that certification of the Audited Accounts would be completed in advance of the deadline of 30<sup>th</sup> June 2016.

The Board approved the 2015 Accounts in principle subject to Audit and Risk Assurance Committee approval.

The Board noted the management accounts presented as an element of the Governance and Financial Report.

It is anticipated that the Business Plan 2016 will be approved at the next NSMC meeting.

The Chairman thanked Mr Lord for his report.

*Communications Update*

Mr Lord presented the Communications and Marketing Performance Report. He advised of the recent successful Meet the Buyer event,

The Board noted the Communications and Marketing report and the Chairman thanked Mr Lord for his update.

*Business Monitor Results*

The Board noted the Business Monitor Results Q1 2016.

*Interreg V Update*

Mr Gough gave an update on the Interreg V programme. He advised that the appraisal process was now complete and a decision by the Interreg Steering Committee is expected by 29<sup>th</sup> June 2016.

The Chairman thanked Mr Gough for his update.

*Business Plan Budget Variance and Milestone Exception Report*

The Board noted the Business Plan Budget Variance and Milestone Exception Report.

.....Authorised by:

Mr Martin Cronin  
Chairman, InterTradeIreland  
28<sup>th</sup> June 2016