

# MINUTES

5<sup>th</sup> May 2010

**PRESENT 5<sup>th</sup> MAY:** SEE ATTACHED LIST (ANNEX 2).

**APOLOGIES 5<sup>th</sup> MAY:** James McElnay, Donald Fitzmaurice, Norman Black, Norman Apsley and Alan Lennon.

## 1. WELCOME

Chair welcomed the Panel to the 4<sup>th</sup> MATRIX panel meeting and advised of the resignation from the Panel by Gerry McCormac, the QUB Representative, and thanked Gerry for his contribution. It was noted that Gerry is to be replaced by James McElnay.

## 2. MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting on 20 and 21 January 2010 were agreed with one amendment.

## 3. MATTERS ARISING FROM PREVIOUS MEETING

Actions arising from discussions of MATRIX 20 January 2010:

**Action Point 1: Bill McGinnis to explore the role his post could bring to developing the links between education and business**

Bill provided an update on this issue and a discussion on the importance of the STEM education agenda took place.

**Action Point 2: DEL to explore the opportunity for Martin Lancaster and Susan Seymour to meet with the MATRIX Panel when next in Northern Ireland**

The meeting noted that Martin Lancaster had met with the MATRIX Chair and members of the MATRIX panel at the NI Science Park on 02 March 2010. Feedback

was given on the discussion with Martin Lancaster and the experience in North Carolina. One issue of note was the huge impact which the North Carolina FE colleges, the Community Colleges, had in the area.

Actions arising from Third Plenary of MATRIX 21 January 2010:

*Action Point 1: Secretariat to ascertain if the establishment of a Physical Register of Interest for MATRIX Panel members is appropriate*

Action complete. Physical register has been established and panel members were asked to complete the register and pass to Secretariat.

*Action Point 2: Secretariat to circulate information on DETI's Renewable Heat Study to the Panel*

Action complete. Renewable Heat Study information circulated in February 10.

*Action Point 3: Panel members to forward names for potential membership of the Clean Tech Horizon Panel to the Secretariat*

Action not complete. Clean Tech Horizon membership has received limited response, action to take forward.

*Action Point 4: Invest NI representatives to feedback to the Panel on the results of the scoping Study around Project Kelvin*

Action not complete on the basis that the scoping study for Project Kelvin is not finalised. Delivery will be within 2/3 weeks prior to the agreed deadline and panel will be informed.

*Action Point 5: Secretariat to forward revised Terms of Reference of the IIC sub-panel to the Panel*

Action not complete as revised Terms of Reference for IIC sub-panel to be agreed at next meeting of the sub panel prior to circulation to the MATRIX panel.

*Action Point 6: IIC sub-panel to identify a legal / corporate adviser to join their Panel*

Action not complete. The appointment of a legal/corporate adviser for IIC sub-panel will progress with the appointment of consultants to develop IICs.

*Action Point 7: Secretariat to forward minutes of the Government Implementation Group to the Panel and provide regular updates on the implementation of the 4 government strands*

No Government Implementation Group (GIG) meeting had taken place since last MATRIX meeting. This will be an ongoing action.

*Action Point 8: Panel members to feedback to the Secretariat regarding MATRIX' Communication Strategy going forward*

It was agreed that this would be a standing item going forward – agreed to have a series of meeting between GIG and MATRIX chair.

*Action Point 9: Secretariat to forward details of the Interchange posts to the Panel*

Action complete. The meeting also noted that the secondees – Michael Cunningham and Claire McCafferty - had been appointed.

#### **4. GOVERNMENT IMPLEMENTATION UPDATE**

DETI Officials advised that the IIC development event, which was due to take place on 22 April, had been rescheduled for 17 June.

The meeting was informed that interchange staff had been appointed to develop the practicalities of MATRIX with increased frontline interaction with industry to develop IICs. Included in this role will be the management of consultants, who will be appointed in May/June.

The government project team to develop IIC support mechanisms has been established under Joanne Coyle in Invest NI and invitations to key individuals to join the group have issued. Agreed Terms of Reference for the will be made available to the MATRIX panel for information.

It was noted that a presentation was made to the FE colleges on MATRIX and the implementation process, In March. This work remains ongoing.

Panel members were also informed that significant work in areas of procurement and competence centres had taken place and these issues would be covered in more detail later on the agenda.

Following discussion it was agreed to share project plans for the project teams.

**Action 1: Terms of Reference for Government Implementation Strand to be provided to panel for information.**

**Action 2: Share project plans for the project teams for information.**

## **5. UPDATE ON TELECOMS HORIZON STUDY**

Brian Keating referred to paper 1, a report on the opportunities arising from Project Kelvin which had recently been completed. It was noted that the report was a separate but integral piece of work to the main telecoms market opportunities study. The meeting was advised that the next stage was to give the report to Invest NI who could begin to use the information, in conjunction with the business sector, as market intelligence for exploitation in the telecoms sector. DETI officials also advised that the report would feed into the Telecoms Strategy for 2010-14 and complements the scoping study already being undertaken by Invest NI on Telecoms.

The issue of how the information from these reports could be used to attract Foreign Direct Investors was discussed and it was noted that Invest NI are already working on this issue. The Invest NI representatives undertook to report back on this issue at the next meeting of MATRIX.

A discussion arose regarding the benefits of Kelvin to school and college attendees and a proposal to use e-skills as the vehicle to do this an agreed communication plan will be sought; it was agreed that John D'Arcy should liaise with Invest NI for project findings.

**Action 3: Invest NI to report back on FDI research.**

**Action 4: John D'Arcy to liaise with Invest NI regarding release of Project Kelvin findings.**

## **6. UPDATE ON IIC SUB-GROUP**

An update was provided following the workshop with the collaborative network leaders which took place at the H&W Drawing offices on March 22. The output of the workshop will be used to focus questions for workshops at MATRIX seminar on 17 June 10.

Panel members advised that there appeared to be models of best practice of collaborative working in existence and that these should be used to illustrate the advantages of collaborative working in order to promote the approach to industry.

Following a discussion on matching skills to the needs of emerging market opportunities, Bill McGinnis undertook to ensure that this issue was covered within the ESAG Task Group Report on Priority Skills. [Amendment made 20/7/10]

**Action 5: Bill McGinnis to ensure issue of matching skills to the needs of**

**emerging market opportunities is covered under the ESAG Task Group Report on Priority Skills. [Amendment made 20/7/10]**

A proposal to draft a paper to clarify the principles and differences of the various forms of collaborative working was put forward. DETI Officials advised that a paper is under draft at present as learning is ongoing and it was agreed that DETI would circulate a draft paper for approval.

**Action 6: DETI officials to draft and circulate paper on the differences on Collaborative networks, IICS and (later agreed to include) Competence Centres.**

## **7. UPDATE ON DETI-LED RENEWABLE HEAT STUDY**

It was advised by the Chair that the report was near completion and various opportunities for investment identified were discussed. A summary of the report is to be fed into the MATRIX meeting.

**Action 7: Summary of renewable heat study to be brought to next meeting.**

## **8. CENTRES OF COMPETENCE UPDATE**

Invest NI officials provided a presentation on competence centres. An invitation to an event on 25 May 10 regarding this development was extended to MATRIX panel members.

The creation of the competence centres programme was welcomed by panel members and it was noted that the key driver for the R&D in competence centres will be industry and its industry linkage into the sector growth areas identified by MATRIX. It was highlighted that the establishment of competence centres would fulfill the recommendation of the MATRIX Advanced Engineering Horizon Programme regarding the creation of an intermediary between business and HE.

The main concern that was raised regarding the creation of competence centres was the sophistication of businesses in Northern Ireland to be able to manage and run a project of this nature – this was based on findings from an evaluation of a similar programme in RoI.

## **9. UPDATE ON PROGRESS WITH INNOVATIVE PUBLIC PROCUREMENT**

Presentation was provided by DETI Officials on a potential procurement project within NI Water. The Panel welcomed the proposals and appreciated the potential for cost savings. It was agreed that DETI would investigate how it could assist reinforcing this opportunity for innovation.

It was noted that DETI was not responsible for managing this procurement process and would not be the procurers – this would fall within NI Water and DRD's remit and budget and would not proceed until approvals had been granted by the DRD Minister and Permanent Secretary. MATRIX will be kept informed of progress.

**Action 8: DRD and DFP to take forward the NI Water procurement project with DETI assistance**

## **10. INTELLECTUAL PROPERTY MANAGEMENT PRESENTATION**

John Thompson provided a presentation on how Queens University Belfast are capturing and exploiting IP. The complexity of this in today's business environment was discussed. The issue of skills and knowledge of how to manage IP was raised and how businesses could liaise with QUB to cope with this difficult issue was also considered.

## **11. MATRIX SUB GROUP ON SKILLS FOR IICS (WORKING WITH FE)**

A brief discussion took place and it was agreed to carry forward this item for discussion at a future meeting, once DEL had begun work in this area more directly.

**Action 9: Carry action point on FE and skills for IICs to a future meeting of MATRIX.**

## **12. AOB AND DATES FOR FUTURE MEETINGS.**

No issues were put forward under AOB. It was agreed that the secretariat would circulate proposed dates for future meetings.

**Action 10: MATRIX Secretariat to circulate proposed dates for future meetings.**

Summary of actions arising from fourth Plenary of MATRIX 5 May 2010:

- Action 1: Terms of Reference for Government Implementation Strand to be provided to panel for information.**
- Action 2: Share project plans for the project teams for information.**
- Action 3: Invest NI to report back on FDI research.**
- Action 4: John D’Arcy to liaise with Invest NI regarding release of Project Kelvin findings.**
- Action 5: Action 5: Bill McGinnis to ensure issue of matching skills to the needs of emerging market opportunities is covered under the ESAG Task Group Report on Priority Skills. [Amendment made 20/7/10]**
- Action 6: DETI officials to draft and circulate paper on the differences on Collaborative networks, IICS and (later agreed to include) Competence Centres.**
- Action 7: Summary of renewable heat study to be brought to next meeting.**
- Action 8: DRD and DFP to take forward the NI Water procurement project with DETI assistance.**
- Action 9: Carry action point on FE and skills for IICs to a future meeting of MATRIX.**
- Action 10: MATRIX Secretariat to circulate proposed dates for future meetings.**

MATRIX 2 DISCUSSION  
THE NORTHERN IRELAND SCIENCE INDUSTRY PANEL  
WEDNESDAY 5<sup>th</sup> MAY 2010

**ATTENDEES****Organisation**

Damien McDonnell	Chair
Colin Elliott	Bombardier Aerospace
Rob Hardeman	Seagate Technology
Brian Keating	Invest NI Board Representative
John Thompson	Queen's University Belfast
Bill McGinnis	NI Skills Advisor on Skills and Employment
Clare Passmore	Industry rep / Independent Consultant
Niall Casey	Invest NI
Fiona Hepper	DETI
Carol Keery	Invest NI
Juliet Whitmore	DEL
Clare Gilligan	Warner Chilcott
John D'arcy	ANIC
Fiona Hepper	DETI
Bernard McKeown	MATRIX Secretariat
Conor Dunbar	MATRIX Secretariat
Eoin McFadden	MATRIX Secretariat
Claire McCafferty	MATRIX Secretariat
Yvonne McCroskey	DEL
Ciaran McGarrity	DETI