



NEPIC

Minutes of NEPIC Annual General Meeting

Held at Wilton, Teesside on Wednesday 13 December 2017 at 3 pm

Attendees

First Name	Surname	Company
Steve	Bagshaw	Fujifilm Diosynth Biotechnologies
Jo	Bailey	Solutions Recruitment
Steve	Barker	Fine Industries
Richard	Brady	WorleyParsons Europe Limited
Stewart	Brennan	Tanton Industries
Steve	Crighton	Pollywood
Pierre	DuBruyn	Banner Chemicals
Trevor	Hall	Hall & Angus
Sue	Houston	South Tees Development Corporation
Quentin	Kopp	Pollywood
Peter	McCloskey	PMC Supplied
Louise	Morrit	Northumbrian Water
George	Ritchie MBE	px Group
Simon	Roberts	Johnson Matthey Catalysts
James	Robson MBE	Micropore Technologies
Stephen	Scott	Lotte Chemicals
John	Shipman	Huntsman Polyurethanes
Richard	Smith	2M Holdings
Ian	Swales	NEPIC - Chair
Mark	Taylor	Industrial Technology Systems (ITS)
Andy	Teague	South Tees Site Company
Byrne	Tony	MMI Engineering
Richard	Twedde	Fabricom
Jeff	Waters	Bulkhaul
Iain	Wright	NEPIC - CEO



Observers in Attendance

First Name	Surname	Company
Philip	Aldridge	NEPIC
Lynne	Aungiers	NEPIC
Louise	Gwynne- Jones	NEPIC
Stan	Higgins	NEPIC Board Director
Dawn	Huntrod	NEPIC
Michael	Moran	Robson Laidler
Felix	O'Hare	NEPIC
Joanne	Rout	NEPIC
John	Brady	NEPIC
Ebba	McGuigan	NEPIC

Apologies

First Name	Surname	Company
Stephen	Hands	Sembcorp Utilities
Simon	Hodgson	Teesside University
Jerry	Hopkinson	PD Ports
Martin	Inskip	Consultant
Mark	Kenrick	px Group
Nick	Martin	Fujifilm Diosynth Biotechnologies
Dermot	Roddy	Consultant
Clive	Whitbourn	DRD Consultants
Mauricio	Armellini	Bank of England
Andrew	Armstrong	Aplant
Roger	Bowie	Piramal Healthcare
Keith	Brudenell	CF Fertilisers
Gary	Conroy	Venator Materials Corporation
Steve	Duffield	The Wilton Centre
Paul	Frankland	Falck Fire Services
John	Fraser	Biochemica
Steve	Gledhill	BOC
Jane	Goult	Sembcorp Utilities (UK)
Marjory	Houseman	Northumbrian Water Group Business
Jon	Howard	INEOS Nitriles



Melanie	Jury	Lucite International
Neil	Kenley	Tees Valley Combined Authority
Malcolm	Knott	Industrial Technology Systems (ITS)
Samantha	Lee	Publicity Seekers
Nick	Lee	ConocoPhillips Petroleum
Alastair	Leighton	GlaxoSmithKline
Dave	Lockyer	BOC
Liam	Maloney	Attric
Chris	McDonald	Materials Processing Institute
Joanne	Murray	ABB Consulting
Nigel	Perry	CPI (Centre for Process Innovation)
Justin	Perry	Nzomics Biocatalysis
Martin	Porton	RTC North
Mark	Riley	Aplant
Daren	Smith	SABIC Petrochemicals
Peter	Snaith	Womble Bond Dickinson
Ian	Stark	Chemoxy International
Anthony	Stubbs	Biochemica
Matthew	Telling	Solutions Recruitment
Roy	Valentine	High Force Research
Michael	Whale	MSD
Mark	Whitehead	Ward Hadaway Solicitors
Bruce	Williams	Williams Process



1 Notice and quorum

Ian Swales welcomed members to the Annual General Meeting of the North East Process Industry Cluster and confirmed appropriate notice of the meeting had been given. Quorum for the meeting was 10% of the current membership. As those attending in person and by proxy exceeded 50 members then the quorum had been comfortably reached.

2 Minutes of the previous meeting

Minutes had been circulated for the previous AGM held on 14 December 2016 and the meeting agreed them as a true record.

3 Directors in office

The Directors in office are as follows:

Steve Bagshaw	FujiFilm Diosynth Biotechnologies
Stan Higgins	Independent
Martin Inskip	MSD
Mark Kenrick	PX Limited
Richard Smith	2M Holdings
Ian Swales	Chair
Iain Wright	NEPIC CEO
Martin Porton	RTC North (Company Secretary)

4 Director's Interests in Securities

The directors had no financial interest in NEPIC.

5 Chairman's Review

Ian Swales told the meeting that it had been an important year for NEPIC with the retirement of Stan Higgins who had had a massive influence over the company. Replacing him had been no easy task. Iain Wright's decision to stand down from parliament and hence become available had been a piece of great good fortune.



Ian Swales went on to say that Brexit would be a massive issue for the industry going forward and it was a real concern that the interests of industry would get lost in the political wrangling that was likely to come. All companies would be well advised to have contingency plans in place for a 'hard' Brexit.

On a more positive note the government's Industrial Strategy recognises the importance of our industry and clusters. It also promotes 'place' based strategies and all this this supports NEPIC's role.

Ian Swales then highlighted the huge opportunity the South Tees Development Corporation represented for the region with eight square miles of brown field land situated next to a deep water port. NEPIC would continue to whole heartedly support the initiative.

Ian Swales told the meeting that NEPIC canvased the views of its member companies on a regular basis and despite the current challenges most were still optimistic. With NEPIC in a period of transition it's important that it does not miss out financially from the current opportunities. Ian Swales then introduced the new CEO, Iain Wright.

Iain Wright told the meeting that it had been an honour to become NEPIC's CEO and that he had now been in post for six months and one day. Iain Wright went on to say that he was grateful for the opportunity to champion an industry and region he was personally and professionally committed too.

Iain Wright thanked the staff of NEPIC for their contribution over the year, their professionalism and dedication provided the real value of NEPIC. Iain Wright also thanked Stan Higgins for his help and kindness since he had taken the role.

Iain Wright then reiterated that many good things had been happening in the industry with investment continuing and confidence higher than expected. The first confidence monitoring survey that NEPIC had completed showed that 80% of companies were feeling positive.

Iain Wright told the meeting that NEPIC was carrying out more activity than ever, it had more members, was hosting more events (56 in the year with 2,300 attendees, Meet the Members was bigger than ever) and it had helped 80 companies during the year. Despite this NEPIC income was considerably down shrinking from £1.6m in 2015 to £900k in 2017.

Iain Wright went on to say that this business model was clearly unsustainable, and it was therefore vital to adapt the model to safeguard the financial future of NEPIC.



In relation the industry then, new challenges and opportunities are coming to the fore: -

- Brexit is likely to cause market and regulatory challenges and it is vital the disruption to our key sector is minimised.
- Devolution is progressing with the election of a Tees Valley major and a deal for the North of the Tyne.
- A rapidly changing economic environment impacted by disruptive technologies which Government and industry will have to respond to.

Iain Wright said that in response the industry needed to come together by sector and region and cluster more effectively, this has been recognised in the Industrial Strategy. Organisations need to assess whether they are fit for purpose in the changing world.

NEPIC's response to these challenges would be three-fold:-

- Strategic Review - A strategic review will be carried out to ensure that NEPIC is delivering the in line with the members' wishes. Without prejudging this review, it seems unlikely that there will be any radical change, members regularly emphasis the value they place on collaboration, co-ordination and networking. The underlying value of NEPIC is the knowledge and experience of staff.
- Governance Review – There is a huge pool of talent and knowledge in the leadership team and wider membership. Is this being tapped into effectively?
- Comprehensive budget setting – to ensure that NEPIC can live within its means.

Iain wright told meeting that these responses were equal parts of a triangle. The challenge of 2018 is to continue to deliver the on NEPIC's mission whilst securing its financial position, this can only be achieved with the support of NEPIC's staff.

6 Company Accounts

Michael Moran from NEPICs auditors Robson Laidler took the meeting through the profit and loss account to 31st March 2017 and the balance sheet at that date.

The Members then approved the following resolutions:

'To receive and adopt the company's annual accounts for the financial year ended March 2016 together with the director's report and auditor's report on those accounts.'

'To appoint Robson Laidler, Jesmond, Newcastle upon Tyne NE2 1TJ as the Company's auditors to hold office for the conclusion of the meeting to the end of the next period for appointing auditors under section 485 (2) of the Companies Act 2006 at a remuneration to be determined by the directors.'



Ian Swales then introduced a special resolution to increase membership fees by CPI (or a lesser amount) each year. This would allow NEPIC to compensate for inflation and would avoid the need for large increases in fees every few years.

The members then approved the following special resolution:

To increase the subscription fees payable by members each and every year by the Consumer Price Index (CPI) for the September preceding the membership year or such lesser amount as the board may agree. Any variation of fees in excess of this level must be approved by special resolution of the members in general meeting

9 Any other business

James Robson asked what the income from the ITV contract was and did this give some security going forward. Martin Porton said the income was about £120k per annum. Iain Wright commented that European funding allowed NEPIC to expand its activities, but it did come at a cost, match funding needed to be provided, it came with huge bureaucracy and it could lead to a distortion of NEPIC's attention.

James Robson asked whether there were opportunities for NEPIC with TVCA following the devolution process. Iain Wright responded that NEPIC were in the process of completing a small project for TVCA (with KPMG) and it was not unreasonable for NEPIC to be considered a delivery arm of TVCA. Consideration of this would be built into the strategic review.

James Robson asked whether there were opportunities to collaborate with other clusters or membership organisations, Iain Wright said that they would also look at this in the strategic review.

There being no other business the meeting closed at 3.45

Appendix I

First Name	Surname	Company
Gillian	Baker	Inter Terminals
Darren	Bentham	Perry Process Equipment
Tom	Blenkinsop	Community Union
Martin	Concannon	Frazer-Nash Consultancy
Sean	Cull	Focul
Mark	Cullen	Teesprint & Design
David	Earle	Tees Safety Training
Keith	Ferris	Jet Aire Services
Steve	Gledhill	BOC
Paul	Hancock	STS Resources & Technology
Chris	Hart	Graham Hart (Process Technology)
Adam	Harvey	Newcastle University
Andrew	Helliwell	SNF Oil & Gas
D	Hodgson	AMP (North East)
Simon	Hodgson	Teesside University
Jeremy	Hopkinson	PD Ports
Richard	Howes	Media & Crisis Management
Rob	Johnson	Axiom Engineering Associates
Mark	Kenley	Tees Valley Combined Authority
Beatrice	Leunert	Rain for Rent International
Stephen	Lowden	Navigator Terminals
Liam	Maloney	Attric
Sean	McDonagh	Siemens
Danny	McGlade	Plenary Projects
Ellie	Mouter	Armstrong Energy Ltd
Ellie	Mouter	Tourian Renewables
Stephen	Muir	Department for International Trade
Bob	North	North Functional Safety Management
David	Parker	Parker Consultancy (The)
Nigel	Perry	Centre for Process Innovation
Paul	Quigley	ARCINOVA
Katrina	Rosser	Elite Serviced Apartment
Peter	Snaith	Womble Bond Dickinson
Tony	Stangroom	CAPE
Paul	Usher	Quorum Development
Michael	Whale	MSD
Clive	Whitbourn	DRD Consultants
Julian	Whitehead	Precision Processing Services
Dave	Wilson	Bilfinger
Peter	Wilson	Middlesbrough College