
Date: 15 January 2025

Title: Plans for a Board meeting in Northern Ireland

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Paper for Approval

Open paper

1. Issue

- 1.1 The Authority's remit covers all four countries of the UK. As part of its commitment to working effectively with the respective governments, and to provide opportunities for stakeholder engagement, the Authority holds Board meetings across the four nations of the UK on a revolving basis.
- 1.2 This paper sets out the plans for holding a Board meeting in Northern Ireland in May 2025. Further details on stakeholder meetings will be discussed with the new Board member for Northern Ireland.

2. Recommendation

- 2.1 The Board is asked to approve the draft plan set out in the paper.

3. Background

- 3.1 As part of its stakeholder engagement activities, the Board agreed to have a Board meeting every other year in Scotland, Cymru/Wales, or Northern Ireland; with another event focused on each of those countries in the intervening year (which may be organised with the respective government or other key stakeholder).
- 3.2 In addition to the Board meeting, the visits to the devolved administrations involve stakeholder engagement activities.
- 3.3 The Board has expressed the wish to periodically extend this approach to different regions of England and will be holding meetings in Sheffield in March 2025.

4. Analysis

- 4.1 An indicative timetable for the Board meeting and associated stakeholder engagement in Northern Ireland in May 2025 is set out below.

Date and time	Activities
Wednesday 21 May: up to 1300	Board member arrival in Northern Ireland
Wednesday 21 May: 1330-1700	Stakeholder engagement meetings (details TBC)
Thursday 22 May: 0900-1200	Board meetings
Thursday 22 May: 1300-1700	Board strategic planning workshop
Friday 23 May (morning)	Departure

5. Finance and Resource

- 5.1 Additional financial resources have been built into the 2025/26 budget to cover travel, accommodation, and subsistence costs. Options will be explored for cost-effective venue hire.
- 5.2 Some additional staff and Board time will be involved in organising and facilitating the visit.

6. Impact Assessment

- 6.1 It is hoped that this activity will broaden our stakeholder engagement. It should also raise the profile of our work and support the mitigation of risks where stakeholder engagement is a factor.

7. Timescale

- 7.1 Subject to approval, the detailed event plan will be shared with the Board in March 2025.

8. Communications

- 8.1 The visit to Northern Ireland will provide opportunities for communications on the stakeholder meetings and public Board meeting.

9. Internal Stakeholders

- 9.1 All teams will be involved in planning and delivering the meetings.

10. External Stakeholders

10.1 NI stakeholders and the wider stakeholder group.