



IMC

Final Minutes

Tuesday 17 November 2015; 11:00 GMT

Teleconference / Motorcycle Museum

Present:	Name	Initials	Position
Members:	Kevin Byrne	KB	Chairman
	Paul Brooks	PB	President
	Neville Binning	NB	IVP
	David Collenette	DC	IVP
	Ibrahim Jibril	IJ	IVP
	Elliot Price	EP	IYP Convenor
	Jan Steenberg	JS	IVP
	Bernard Auton	BA	IVP
In attendance:	Steve Agg	SA	CEO CILT(UK)
	Janet Eady	JE	CILT (UK)
	Harriet Leung	HL	Manager CILT (HK)
	Keith Newton	KN	Secretary General
	Jon Harris (part)	JH	Professional Development
	Ceri Williams	CW	Communication/Administration
Apologies:	Radzak Malek, Becky Loo, Finbarr Cleary, Aisha Ali Ibrahim, Monique Kack-North, Stephen Rinsler, David Pugh, Gen Usman, Duncan Snook Rupert Nichols, Amal Kumarage		

	Item	Action
1.0	Welcome KB welcomed members to the meeting. Janet Eady from CILT (UK) joined with Steve Agg for purposes of continuity. KB wished SA well in his new career and thanked him for his efforts on IMC over the years	
2.0	Minutes of Meeting on Wednesday 16 September 2015 DC seconded KB's proposal that the minutes of the meeting on Wednesday 16 September 2015 be passed as an accurate representation of the meeting and be approved for posting on the website.	
2.1	KN/EP/SR have discussed the International Young Achiever of the Year award process and will ensure YPs are involved in the decision making next year (item 6.1)	KN/SR
2.2	NB to confirm with RD whether the Fiji visit has taken place (item 2.1)	NB

<p>3.0</p> <p>3.1</p> <p>3.2</p> <p>3.3</p>	<p>Strategy</p> <p>KN circulated a report on the output of convention strategy sessions on values and regional activity.</p> <p>KN requested that IVPs submit any notes they may have from the regional sessions.</p> <p>KB noted that work is needed to raise the profile of our brand through all industry sectors.</p> <p>PB stated that the next version of the strategy plan should be approved before the end of February 2016</p>	<p>IVPs</p>
<p>4.0</p> <p>4.1</p> <p>4.1.1</p> <p>4.1.2</p> <p>4.1.3.</p> <p>4.1.4</p> <p>4.2</p> <p>4.3</p>	<p>Conferences & Conventions</p> <p>International Convention 2016 & Preparation Meeting on 24/11</p> <p>KN is visiting Montreal next week for planning meetings with DC and his team.</p> <p>DC believes visas will continue to be an issue for the foreseeable future. DC will involve government colleagues to try and ease the process. DC urged delegates to start the application process immediately.</p> <p>IVPs to encourage early visa application within their regions</p> <p>Early visa application to be encouraged through the International website</p> <p>KN highlighted the need to engage with corporate and government partners to encourage senior attendance. Members to consider means of encouraging participation from these high level contacts</p> <p>International Convention 2017 – Bidding Process</p> <p>KN confirmed 3 bids were received prior to the 30 November 2015 deadline. South Africa have now withdrawn their bid so COT will consider applications from Mauritius and Macao next week</p> <p>Future Conventions</p> <p>KN reported that India are keen to bid and other expressions of interest have been received</p>	<p>IVPs</p> <p>CW</p> <p>ALL</p> <p>COT</p>
<p>5.0</p> <p>5.1</p> <p>5.1.1</p> <p>5.1.2</p> <p>5.1.3</p> <p>5.2</p>	<p>Committee Reports</p> <p>IESC</p> <p>KB thanked JH for an excellent report on education.</p> <p>JH raised 3 headline issues:</p> <ul style="list-style-type: none"> - £195,000 was received in Ireland to end October 2015 with an additional £4,000 received in past few days. A further £100,000 is in progress so JH expects to hit or exceed the revised £307,000 target. Education team are working hard to ensure outstanding monies are received - On occasion normal due diligence tests have failed to reveal issues affecting the suitability of TPs. Guidance is required on tighter procedures especially where the TO/IB is not active or where there is no branch. Of particular concern are issues regarding the local reputation of providers or officials and their manner of conducting business. - Launch of CPD Tool Kit and Global Training Directory will now fall into Q1 2016 <p>JH reported that help is still needed on the key knowledge areas work with a greater spread of volunteers needed to convene the panels</p> <p>KB suggested that the document needed fine tuning for the academic world and should be launched prior to convention 2016</p> <p>IMSC</p> <p>KN has had dialogue with BL on the future agenda of the IMSC. BL is clear that the agenda should focus on standards and has suggested the agenda include quality of</p>	

5.2.1	<p>and adherence to set standards. BL believes Corporate membership is an issue for the marketing committee rather than the membership standards committee.</p> <p>KN invited comment on these proposals</p> <p>JS suggested consideration of lifetime membership which KN reported India is still selling. PB queried whether a career institution should be offering life membership as the practice is contrary to the idea of CPD being central to membership. SA observed that the practice of lifetime membership is not sound financially. PB suggested IMSC consider this as a management issue and make their recommendation. SA observed that exception should be made for honorary members. KN to liaise with BL</p>	KN
<p>6.0</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p>	<p>Territorial Organisations and International Branches</p> <p>NB reported on recent activity in Australia. Membership is static in Australia with the Council working hard to retain members. Marketing initiatives are planned to target corporate members.</p> <p>DC reported improved US representation at the N America AGM and a year on year increase in membership. The branch is in good financial state and Convention 2016 will help market the organisation in N America</p> <p>IJ is facing a challenge of education recognition in Nigeria. He has been having discussions with the Ministry of Education in Nigeria and is hopeful that the issue is now resolved with help from International. IJ updated the meeting on recent activity in Nigeria</p> <p>KN has sent a report of his recent visit to India, Mauritius and Malaysia to trustees. Potential areas for growth will be considered by Trustees next week</p> <p>SA's successor will be Kevin Richardson – a logistician joining from XPO Logistics (Norbert Dentressangle) – where he is currently a Development Director. Kevin joins CILT (UK) on 1 December with SA leaving at the end of the month. CILT (UK) also has a new chairman - Richard Wilding and will have a new President in May 2016. Membership is up in UK and there is increased activity especially in education.</p>	
<p>7.0</p> <p>7.1</p> <p>7.2</p> <p>7.3</p>	<p>Key Developing Groups</p> <p>WiLAT</p> <p>A comprehensive WiLAT report was circulated. WiLAT remains very active across the world. An Asian Regional WiLAT conference was held last week and the number of WiLAT groups continues to grow.</p> <p>YP</p> <p>EP reported on contacts from new areas, including Mauritius, especially in the African region and described local initiatives in Australia and New Zealand. KN observed that the Mauritius experience has underlined the selling potential of YPs.</p> <p>Senior Network Group</p> <p>KN circulated the minutes of the last Senior Network Meeting which represents a change in direction from the previous alumni group, and will be enabled using the website. PB stated that this will be a self regulating group but the proposal is that members will be Chartered Member or above.</p>	
<p>8.0</p> <p>8.1</p> <p>8.2</p>	<p>Any other Business</p> <p>The IAC will formally review the 2016 budget next week which will come to IMC in February 2016</p> <p>KN observed that UK / International need to work together to plan for CILT in UAE</p>	

8.3 8.4	<p>being re- established as a viable stand alone branch within the next 2 years. KN/SA/Kevin Richardson to discuss</p> <p>PB confirmed that Branch in a Box – a combination of components to facilitate and encourage new branches - is in progress. CW confirmed that our Google Analytics account is now active and that data is available to be used for marketing purposes.</p> <p>CW confirmed that social media platforms are now active. IVPs are to promote the website and social media sites locally to encourage participation</p> <p>Website: www.ciltinternational.org Facebook: www.facebook.com/ciltinternational/ Twitter: @cilt_global / @KeithNewtonCILT / @presidentCILT Slideshare: www.slideshare.net/ciltinternational</p>	KN/SA IVPs
8.5	KB thanked attendees and closed the meeting at 12:09	
	<p>Dates of Next Meetings Teleconference Tuesday 2 February 2016 at 11:00 GMT Face to face meeting 10 May 2016 in Montreal</p>	