

Minutes of the Meeting

UK National Contact Point (NCP) Steering Board (SB)

Date: 18 May 2016 at 10:30am

Venue: Department for Business, Innovation, and Skills (BIS),
Conference Centre, 1 Victoria Street, London SW1H 0ET.

Attendees:

Name	Organisation
Michael Williams (Chair)	Department for Business, Innovation & Skills (BIS)
Andy Blacksell	UKEF
Lord Jordan	Trade Union Congress (TUC)
Dan Leader	Non- Government Organisations (NGOs)
Edward Bickham	International Chambers of Commerce (ICC)
Jeremy Carver (by teleconference)	Independent
Danish Chopra	National Contact Point (NCP)
Steven Murdoch	National Contact Point (NCP)
Liz Napier (Minutes)	National Contact Point (NCP)

Item 1: Apologies.

1.1 Apologies received from: Jenny Carlen (DfID), Stephen Lowe (FCO), Stewart Dee (UKTI).

Item 2: Approval of Draft Minutes & Matters Arising.

2.1 The Minutes of the meeting held on 24 February 2016 were agreed, subject to one amendment.

Action: NCP to make amendment and publish the agreed minutes on the website.

Item 3: Update on NCP Cases.

3.1 UK NCP presented and spoke to the latest written report.

3.2 The SB noted the contents of the report. Members asked for more details of a new case that had been received and had been discussed with the US NCP because of a US interest in the issue. The UK NCP provided brief details of the complaint and noted that it has agreed to keep the US NCP advised of progress, in line with the usual arrangements indicated in OECD procedures.

3.4 The Board received an update on a recent review from members serving on the Review Committee (*the NCP was absent for this item*).

Item 4: Promotion and awareness raising of the Guidelines.

4.1 UK NCP presented the latest written report covering the outreach programme in the last quarter, highlighting successful meetings with individual companies and NCPs and a presentation delivered by online link that could lead to more use of digital media in future. The UK NCP also noted the success of its April workshop with IHRB focusing on the

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construction sector, and thanked Board Members who had attended. A report on the workshop would be published in due course.

- 4.2 The Board acknowledged the NCP's work to reach companies and encouraged the NCP to continue with its efforts. Board Members would continue working with the NCP to identify company contacts and opportunities.
- 4.3 The NCP noted its existing internal reporting arrangements and agreed to update the Board of any relevant developments from these. This provoked a wider discussion of the OECD NCP peer review system. The NCP gave a brief outline of the development of the peer review process. The UK NCP has signed up to be reviewed and UK NCP staff are participating in reviews of other NCPs. Board Members contributed their experiences of other review processes.
- 4.4 The NCP outlined the agenda for the OECD Global Forum on Responsible Business Conduct in the w/c 6th June, and the associated meeting of NCPs. Some Board Members are considering attending and the NCP agreed to circulate a link to the event details.

Action: *NCP to circulate link to OECD Global Forum details.*

- 4.4 Board Members who had attended a recent event about the UK NCP at BIICL reported back to the Board and the NCP. A report of the event had been circulated to Members, although some had not received it. There was a short discussion of the event and the critical NGO report published in February around which it was focused. Board Members noted that identifying the source of dissatisfaction was the key to addressing it. The NCP noted that it had met a spokesman for the February report as part of its outreach work. It would continue to seek opportunities to engage with NGOs, Trades Unions and others representing complainant interests.

Action: *NGO member to re-circulate the event report for members who did not receive it, and identify additional key contacts for the February report.*

Item 5: Any Other Business.

- 5.1 The NCP noted that it had taken advantage of the recent quieter period to begin identifying lessons learned from the spike in cases in 2013-15, and considering associated changes to structures and procedures. The NCP would like to draw on the experience of current Steering Board members in taking this forward, and will be speaking to individual Board Members in the next couple of months to discuss how best to do this.
- 5.2 Date of the next meeting is not yet confirmed, but likely to be September.