

ECF CIC Board Meeting Minutes

Meeting	EXETER CITY FUTURES (ECF) COMMUNITY INTEREST COMPANY (CIC)- BOARD MEETING
Date	14:00-15:30, Tuesday 24 th November 2020
Location	Zoom
Present	<p>Karime Hassan (KH), Chief Executive & Growth Director, Exeter City Council / Director, ECF CIC (Chair)</p> <p>Andrew Hardwick (AH), Managing Director, ECF CIC</p> <p>Glenn Woodcock (GW), Director, Global City Futures / Director, ECF CIC</p> <p>Chris Tidman (CT), CFO, Royal Devon and Exeter NHS Foundation Trust (RD&E) / Director, ECF CIC</p> <p>Steve Strang (SS), Director of Estates and IT, Exeter College</p> <p>Jo Jeffreys, Exeter College (Minutes)</p>
Apologies	<p>Chris Evans (CE), Director of Regional Engagement, University of Exeter / Director, ECF CIC</p> <p>Jamie Hulland (JH), Transportation Strategy & Road Safety Manager, Devon County Council / Director, ECF CIC</p> <p>Matt Gingell, ECF CIC CoSec</p>
1.	<p>Welcome & Review of Minutes from last meeting</p> <p>KH welcomed SS to his first ECF CIC Board meeting attending on behalf of Exeter College.</p> <p>The minutes from the meeting held 01 October 2020 were noted.</p>
2.	<p>Queen Street Update</p> <p>AH advised that following the action from the Board meeting held on 1st October 2020, Exeter City Futures and Devon County Council had been collaboratively exploring temporary solutions to the public health risk posed on Queen Street.</p> <p>AH outlined three possible options which were being considered.</p> <p>Option A: Two Way Access from Clock Tower to Northernhay Street. One Way southbound from Northernhay Street to Paul Street (except buses and cycles)</p> <p>Option B: One Way SB from Clock Tower to Paul Street junction With Shuttle Lane Running for buses and cycles</p>

	<p>Option C: Option B + Iron Bridge One Way northbound from Paul Street and Dinham Road to mitigate impact on St. David’s Hill</p> <p>A consultation on these options was being run from 26th Nov – 10th December.</p> <p>DCC would call an emergency HATOC meeting in December to choose the best option to take forward so that measures could be implemented for the start of January.</p> <p>AH advised that Rob Bosworth planned to submit a letter of support from Exeter College. SS confirmed that the second two options would be very helpful to the College.</p> <p>AH confirmed that the consultation had been jointly branded by DCC and ECF.</p> <p>AH would keep Board members updated on progress.</p>
<p>3.</p>	<p>WSP Report Update</p> <p>Roli Martin attended the meeting to provide an update following the action from the Board meeting held on 22nd May 2020 to appoint WSP to carry out initial work on the interventions badged in the Net Zero Plan which are required to hit the city’s 2030 target.</p> <p>Roli circulated a paper to attendees with WSP’s analysis of the top 5 interventions ranked according to their carbon impact and costs.</p> <p>Discussion took place regarding how to choose which interventions to progress and the necessary next steps for implementing these. It was agreed that KH and RM would discuss the process further outside of the Board meeting and report back to the Board.</p> <p>Action: KH and RM to meet separately to agree next steps for progressing interventions identified in WSP’s report and to report back to the Board on the method agreed.</p>
<p>4.</p>	<p>ECF 2021 Business and Net Zero Plan 2030 Delivery</p> <p>AH provided an overview of the planned activities for the year ahead. A paper had been circulated to attendees in advance.</p> <p>AH offered to meet with Board Members individually to discuss projects in more detail if members would find this helpful. SS said that this would help to bring him up to speed.</p> <p>CT advised that the RD&E was submitting a bid for decarbonising heat pumps which he could share more information about with AH outside of the meeting.</p> <p>Board members agreed that the document was helpful in pulling together all of the strands of ECF’s work. It was noted that engaging directors at appropriate times would be important.</p> <p>KH said that it was important to consider ECF’s work within the wider context. KH suggested that a contextualised version of the presentation should be taken to the Exeter Place Board to seek their buy-in.</p>

	<p>Action: KH to book a slot at a future Place Board Meeting to present ECF's 2021 Business and Net Zero Plan 2030 Delivery. KH / AH to work on the presentation in preparation for this.</p>
<p>5.</p>	<p>New Board Members Update and Discussion</p> <p>Following the action from the last meeting, attendees discussed further the potential to appoint an SME Board member who could add breadth and diversity to the Board.</p> <p>On reflection the Board felt that it was not the right time to bring on board another member and felt that a bit more work was needed on identifying exactly how the board should seek to expand and what it hoped to achieve by doing so.</p> <p>AH was happy to explore possible options, but it was agreed to put expanding the Board on hold for now.</p>
<p>6.</p>	<p>AOB</p> <p>CT asked if there had been any updates on DCC's travel plan for Exeter including increased cycle lane coverage. KH said that the strategy remained largely the same and was available in the public domain. He would share a copy with CT. The travel strategy addressed some city centre solutions for increased walking and cycling but commuting from rural areas remained a challenge including from new property developments.</p> <p>CT advised that the RD&E's Care Village concept was still being worked on and was progressing towards a final business case to be taken to the RD&E Board.</p> <p>CT had been mandated by the RD&E Board to recruit a senior person to be responsible for data. CT / GW agreed to discuss this further outside of the meeting.</p> <p><i>The meeting closed at 15:30.</i></p>