

## ECF CIC Board Meeting Minutes

Meeting	<b>EXETER CITY FUTURES (ECF) COMMUNITY INTEREST COMPANY (CIC)- BOARD MEETING</b>
Date	13 <sup>th</sup> December 2021
Location	Board Room, Exeter College
Present	<p>Karime Hassan (KH), Chief Executive &amp; Growth Director, Exeter City Council / Director, ECF CIC (Chair)</p> <p>David Black, Head of Planning, Transportation &amp; Environment, Devon County Council /Director ECF CIC</p> <p>Glenn Woodcock (GW), Director, Global City Futures / Director, ECF CIC</p> <p>Steve Strang (SS), Director of Estates and IT, Exeter College</p> <p>Abbie Sawyer, Exeter College (Minutes)</p> <p>Via Teams</p> <p>Matt Gingell (MG), ECF CIC Company Secretary – <i>via teams</i></p> <p>Dave Tarbet (DT), Business Development Director, Royal Devon and Exeter Trust - <i>Via Teams</i></p>
Apologies	<p>Chris Evans (CE), Director of Regional Engagement, University of Exeter / Director, ECF CIC</p> <p>Chris Tidman (CT), CFO, Royal Devon and Exeter NHS Foundation Trust (RD&amp;E) / Director, ECF CIC</p>
1.	<p><b>Welcome &amp; Review of Minutes from last meeting</b></p> <p>KH welcomed the group and introductions were made.</p> <p>As the previous meeting was held just over a year ago (24/11/2020), it was decided not to review the minutes and actions – rather just to use the minutes as a record of a meeting having taken place.</p> <p>KH stated that the main aim of today’s meeting was to discuss where the ECF is now, and how it will proceed / progress over the next 12 months.</p> <p>Due to the nature of the discussion, KH pre-warned the group that the meeting would likely overrun.</p> <p>KH updated the group on his job role.</p> <ul style="list-style-type: none"> <li>• A report will be going to full Council at Exeter City Council (ECC) imminently regarding KH’s role, as well as that of Jo Yelland (Director, Exeter City Council).</li> </ul>

- KH will be reducing his current role as Chief Executive of ECC to three days a week, his remaining two days will be focused specifically on Exeter City Futures (ECF).

KH informed the group that ECC has declared a climate emergency, with 2030 being the target date for net 0. This target has been set for Exeter as a whole, not just ECC. To try and achieve this goal, ECC has adopted work done by ECF on the net 0 plan, KH acknowledges that Covid 19 has slightly delayed this - however they are still aiming for 2030.

- ECC noticed that net 0 plan has a whole range of actions not only for the Council and its buildings but for the whole city and broader region. The Leader of ECC has reflected on this and placed it as his no1 priority along with regeneration and active lifestyles / travel.
- The Leader of ECC was tasked KH with a way of making net 0 work with no budget. JY is to assist KH with this.
- KH will work with organisations including the private sector to make the City become closer to net 0 and will evidence ways in which he has done this. Part of this will involve setting and meeting attainable goals – these goals line up well with the outcome of the WSP Report.
- WSP has 10 key clear actions to see which will make the biggest differences to net 0.
- KH is to work on delivering this over the next 12 months.
- JY to help KH with the system architecture needed to fulfil this in a very disciplined way, developing a programme in such a way that organisations can see what we are doing.

KH acknowledged that each member has a lot of work happening within the organisation, and how each member does not want to lose sight of what they do, however the group agreed that working collaboratively was the way to proceed going forward.

Working collaboratively was agreed to have a greater impact, one prime example is travel plans each organisation has or is working on one if all let each other know what they were working on, what they need and how we can help each other.

DB agreed noting that Devon County Council (DCC) are working in a very similar way to ECC by looking at their own organisation and having a climate emergency team.

The group discussed travel plans in more depth.

- SS spoke about how the ECF is in a unique position as a group with members from many sectors. Exeter College being in the City Centre, has large amounts of students traveling to and around the City – working together re a travel plan would be sensible / would provide additional support.
- In light of the above the group asked KH how he will plan and align the organisations, so travel transport is still the same plan.
- DT highlighted that each organisation pursuing this will need help and support ECF, KH agreed and spoke about how ECF is uniquely positioned to help with this.

GW spoke from the University's point of view about how important net 0 is, and that how well the City is doing with this reflects on the University and vice versa. The new Chancellor has caused a shift in momentum.

### **WSP Report**

The group looked at the WSP report and the 10 keys points that will form KH's strategy / workload for the next 12 months.

The first two points of the WSP were discussed, these centred on renewable energy. The group agreed that this is an obvious place to start in relation to net 0. KH noted that they are regularly in talks with businesses who can contribute towards clean energy.

	<p>GW noted that with renewable energy it can be taken further on a national level, where you can take a contract for a number of organisations and turn them long term – then using revenue accounts to create capital builds. KH agreed that this is the sort of thing aspiration ally that ECF should look at in the future.</p> <p>DB noted that there are two issues with renewable energy, firstly the energy that comes in and distribution, and then energy coming out – which can be difficult. He did bring to the groups attention that community energy something that they have invested a lot in, that could be used in a more sustainable way going forward. This could be potentially furthered by the University having researchers come in and looking into. GW agreed that we could work well in conjunction with the University if we give them clear instruction to what we would like them to look at / how it fits in with net 0, how this would be funded etc. The group agreed that this cannot be planned on a city level alone. This needs to include plans for the county including rural areas who do tend to struggle.</p> <p>KH spoke to the group about the Government potentially being presented ideas as pilots.</p> <p>DB suggested wind energy, as although this has been a planning no-go it looks as though it could be useful especially for rural areas.</p> <p>The group agreed that whatever avenue is taken for renewable energy It should be a focus of ECF's. GW asked how we could reward businesses for producing renewable energy? He is speaking to the University to investigate what is the total offset budget.</p> <p>DB had some queries as to whether this task of renewable energy is attainable in the time scale.</p> <p>GW raised the issue of retrofitting and would like clarity on what the strategy is for commercial property both short and long term. There were questions about do you enhance buildings, or do you start again, it was noted how this could potentially become a pinch point. It was agreed that this is an important way of contributing to net 0 – although it can present many challenges. DT spoke about wanting to retrofit buildings in the hospital and the particular challenges this may bring. The group agreed that this may be especially challenging for the hospital, and that combined as ECF everyone would work together to try and figure out the best way to retrofit challenging buildings.</p> <p><b>Action:</b> Retrofitting to be added to the next agenda and discussed in detail.</p> <p>KH asked the group if they were happy for him to proceed with implementing the 10 steps, including the first two that have been discussed.</p> <p>It was felt as though 10 points to work through in relation to net 0 was quite a lot for one person, however upon further reflection the 10 points could be combined into 5. SS thought this was a good start for the Board, the group agreed that this was a good basic start.</p> <p><b>Action:</b> KH and JY will put together a programme based on WSP which will be presented to Board at the next meeting.</p>
<p><b>3.</b></p>	<p><b>Exeter Development Fund</b></p> <p>GW spoke to members about the Exeter Development Fund, the basic principle is that capital value generated in house building from the private sector does not go back into the city.</p> <p>GW and team have successfully bid for £200,000 and £800,000 respectively to build an investment model. This model has then been further developed by Liveable Exeter.</p> <p>CEO's / leaders have had sight of the concept but have not seen the business case.</p>

	<p><b>Action:</b> KH will take this to the executive at ECC so they understand the concept.</p> <p>The group liked the sound of the initiative but need to see the business case.</p> <p><b>Action:</b> GW and KH to come back with the business case.</p>
<p><b>4.</b></p>	<p><b>Dual Contracts</b></p> <p>GW tabled a proposal for a number of staff to be dual contracted by Global City Futures and Exeter City Futures. MG reported to the group that tax advice had been sought to confirm that the dual contract process was legitimate.</p> <p><b>Action:</b> KH to establish entity receiving the grant prior to signing.</p>
<p><b>6.</b></p>	<p><b>Next Meeting 3<sup>rd</sup> March 2022</b></p>