

## Manchester: A Certain Future Community Interest Company

### CIC Executive Board of Directors

#### Meeting Minutes 11<sup>th</sup> January 2016

##### Present:

Holly Bonfield, chair, MACF Communications Group  
Jonny Sadler, Programme Manager, MACF CIC Team

##### Apologies:

Gavin Elliott, chair, MACF Steering Group and MACF CIC Board of Directors  
Nigel Rose, chair, MACF CIC Executive Board of Directors  
Helen Seagrave, chair, MACF Low Carbon Economy Group

Item	Discussion	Action
1.	<b>Welcome and Apologies</b>  As above.	<b>Note</b>
2.	<b>Minutes from Previous Meeting</b>  CIC policies to come to February meeting.  Induction day – check with NR on need, date, agenda, etc.  Insurance quotes to come to February meeting.  Bank account – set-up ASAP.  All other actions picked up on the agenda.	<b>JS</b>  <b>NR</b>  <b>JS</b>  <b>JS</b>  <b>Note</b>
3.	<b>CIC Team Report – January</b>  The ‘projects and bidding’ section and associated appendix to include breakdown of funding into: <ul style="list-style-type: none"><li>- For CIC</li><li>- For partners</li></ul> Director comments on the leaflet required.  ‘MACF 2016-20 and 2050 Vision’ to be discussed at January Steering Group.  Opportunity to influence the Manchester Strategy Delivery Plan through Gavin and the Manchester Leaders Forum noted.  Proposal to focus on health and wellbeing as an opportunity in 2016 noted.  Confirmed agreement to discuss the role of the Steering Group at the January meeting.	<b>JS</b>    <b>Direct ors Note</b>  <b>Note</b>  <b>Note</b>  <b>Note</b>

	<p>Priorities for the coming month agreed as:</p> <ol style="list-style-type: none"> <li>1) Partners/sponsors – arrange meetings with potential partners/sponsors for January-February 2016 (GE &amp; JS)</li> <li>2) Funding <ul style="list-style-type: none"> <li>- Secure funding to cover core CIC activities, plus support other projects that will contribute to the wider delivery of MACF (ongoing)</li> <li>- Agree MCC support for set-up period</li> </ul> </li> <li>3) Further develop the 2016 engagement programme with a view to launching in March 2016</li> <li>4) Begin production of MACF 2016-20 and 2050 Vision</li> <li>5) Initial marketing material – finalised, signed off and printed</li> <li>6) Business plan</li> <li>7) Website</li> </ol>	<b>Note</b>								
<b>4.</b>	<p><b>Draft Business Plan 2016-20</b></p> <p>Agreed the need to establish a business plan as part of formally establishing the CIC, bidding for funding etc.</p> <p>Send to Exec Directors for comments.</p> <p>Updated and include in January Steering Group papers.</p>	<p><b>Note</b></p> <p><b>JS</b></p> <p><b>JS</b></p>								
<b>5.</b>	<p><b>Steering Group January Agenda</b></p> <p>Agreed – see document.</p>	<b>Note</b>								
<b>6.</b>	<p><b>AOB</b></p> <p>None raised.</p>									
<b>7.</b>	<p><b>DONM</b></p> <p>All at 5-6.30pm at BDP</p> <p>8<sup>th</sup> February 2016 – change to 10<sup>th</sup> February? 14<sup>th</sup> March 2016 – change to 10<sup>th</sup> March?</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">11<sup>th</sup> April 2016</td> <td style="width: 50%;">8<sup>th</sup> August 2016</td> </tr> <tr> <td>9<sup>th</sup> May 2016</td> <td>12<sup>th</sup> September 2016</td> </tr> <tr> <td>13<sup>th</sup> June 2016</td> <td>10<sup>th</sup> October 2016</td> </tr> <tr> <td>11<sup>th</sup> July 2016</td> <td>14<sup>th</sup> November 2016</td> </tr> </table>	11 <sup>th</sup> April 2016	8 <sup>th</sup> August 2016	9 <sup>th</sup> May 2016	12 <sup>th</sup> September 2016	13 <sup>th</sup> June 2016	10 <sup>th</sup> October 2016	11 <sup>th</sup> July 2016	14 <sup>th</sup> November 2016	<p><b>GE,</b></p> <p><b>NR</b></p>
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