

Manchester: A Certain Future Community Interest Company

Board of Directors

Meeting Minutes 18th February 2016

Present:

Gavin Elliott, chair, MACF Steering Group and MACF CIC Board of Directors
Jonny Sadler, Programme Director, MACF CIC

Apologies:

Ali Abbas, CIC Director and MACF CO₂ Group chair
Jeremy Carter, CIC Director and MACF Adaptation Group chair
Helen Seagrave, CIC Director and MACF Low Carbon Economy Group chair
Dave Coleman, CIC Director and MACF Culture Change Group chair
Kate Chappell, CIC Director and MACF Sustainable Consumption and Production Group chair
Steve Merridew, CIC Director and MACF Green & Blue Infrastructure Group chair
Nigel Rose, CIC Director
Holly Bonfield, CIC Director

Item	Discussion	Action
1.	Welcome and Apologies Noting the apologies and in line with the CIC's Articles of Association, the chair decided to proceed with the meeting in order to progress the business critical items on the agenda. Decisions at this meeting to be sent to all CIC Directors to endorse.	JS
2.	Minutes from previous meetings: January 2016 CIC 'Executive' and Steering Group All actions picked up on the agenda.	Note
3.	Business plan 2016-20 – for sign-off The changes discussed at the January 2016 Steering Group have been included in this updated version, namely splitting core costs and project costs, and updating the risk management section. Sections on 'Reviewing and Reporting Progress' and 'Key Partners' sections have also been completed. With these amendments the business plan was approved. It was noted that the business plan is needed in order to progress various potential CIC funding bids. Future monthly progress reports to include a report on actual and projected income against the annual budget.	Note Note JS (LL)
4.	Monthly progress report – for discussion The MACF AGM 2016 was agreed as 26 th July 2016, 6-8pm. Steering Group to add to diaries.	Steering Group

	<p>The prospectus for action on health and climate change, scheduled to be presented to the Manchester Health and Wellbeing Board, was welcomed.</p> <p>Agreed to establish the Manchester Climate Change Partnership as the vehicle for securing business involvement.</p> <p>Priorities for the coming month agreed as:</p> <ol style="list-style-type: none"> 1) Funding <ul style="list-style-type: none"> - Produce draft Manchester Climate Change Partnership membership guide; arrange meetings with potential members - Meet with potential grant funders 2) Zero Carbon 2050 'Route-map' – secure MCC support and commence work 3) Manchester Climate Lab – launch 1st March; ongoing development of programme to reach target of 100,000 stakeholders 4) Submit H2020 G&B Stage 1 application 	<p>Note</p> <p>Note</p> <p>JS, GE</p> <p>JS (LL)</p> <p>JS</p> <p>JS (SL)</p> <p>JS</p>
5.	<p>Website – update and agreement on next steps</p> <p>Agreed to establish a new website for the MACF Steering Group and MACF CIC/Manchester Climate Change Agency. The current Platform site to be retained as the 'news feed' for news and ongoing progress updated against MACF. JS to progress.</p>	JS (SL)
6.	<p>CIC policies – for sign-off</p> <p>All policies agreed. JS to file as required.</p>	JS
7.	<p>CIC insurance – for agreement of preferred option</p> <p>Ansvar policy agreed. JS to purchase.</p>	JS (SL)
8.	<p>AOB</p> <p>a) Green Alliance proposal raised by AA. JS to talk to AA on how to progress.</p>	JS, AA
9.	<p>DONM</p> <p>All at BDP at 5.30-7.30pm, unless noted:</p> <p>17th March – Steering Group</p> <p>21st April – Directors</p> <p>19th May – Steering Group</p> <p>23rd June – Directors</p> <p>21st July – Steering Group</p> <p>26th July – AGM – 6-8pm (TBC)</p>	All