

Mistra Urban Futures

Minutes

Board Meeting No. 29

12 June 2018

Telephone Conference

Participants:

Anna Johansson (Chair)
Benjamin Bradlow
Lyla Mehta
Carl Mossfeldt
John Robinson
Olivia Bina
Thomas Elmqvist

Ex officio:

Nayoka Martinez-Bäckström, Sida
Johan Edman, Mistra
Mats Viberg, Chalmers
Ylva Norén Bretzer, GU
David Simon, Director
Stephen Agong, KLIP
Margareta Forsberg, GOLIP
Beth Perry, SMLIP
Warren Smit, CTLIP
Barry Ness, SKLIP

Invited participants:

Viveka Blomgren, Secretariat
Jan Riise, Secretariat
Henrietta Palmer, Deputy Scientific Director

Apologies

Caroline Wanjiku Kihato

1. Opening of the meeting

Anna Johansson opened the meeting and welcomed all participants.

2. Approval of the agenda and potential conflicts of interest

The Chair invited the members to review the agenda and suggest any additional issues that might be discussed, not already listed under Item 10 (Any Other Business), and to inform the meeting about any potential conflicts of interest.

Decision:

To approve the agenda and to note that no conflicts of interest were reported.

3. Minutes from the meetings in March and May and matters arising

Decision:

To approve the revised minutes of the 22-23 March meeting and to note that the minutes of the meeting 3 May already have been approved by email circulation.

4. Hosting arrangements post-2019.

Mats Viberg and David Simon presented the development of the discussions concerning the hosting arrangements post-2019. The two universities' leadership met on 4 June and agreed in principle to host the Centre jointly but noted also that many details need to be worked out, including the extent of financial and other support. A small group from the two

universities will be appointed to work with the Director in this matter. A first draft of terms of reference (ToR) for the group will be produced by the University. The universities cannot at this moment specify a timetable for this process or a date for a final decision based on the group's conclusions. The Board and Director stressed the vital importance and urgency of concluding this process before the summer vacation so that programme fundraising can commence in earnest and to provide the necessary stability for the Centre and its staff.

Decision:

To note the information and urge the two universities to finalise a hosting agreement as a matter of priority.

5. Update on Post-2019 Fundraising Strategy

The Director provided an update of the progress to date in the organisation, framework and fundraising strategy process both at a Centre level and locally in the LIPs/Node, based on the documents attached to the agenda. The list of potential programme funders and key contacts has evolved, so that approaches can commence as soon as hosting arrangements have been clarified. The appointment of a fundraising project manager has been delayed as the person offered the position eventually declined to accept. Carl Mossfeldt reported on his meetings with different potential new stakeholders in Gothenburg. This was welcomed and the importance of acting in concert with the Director and GOLIP Director emphasised.

The Board agreed that it is necessary to get the fundraising strategy in motion immediately, and that waiting for the hosting decision to be finalised would cause further delays and possible risk of no future funding.

Decision:

To note the information, asking the Director to a) continue fundraising activities without delays, with support from Board members and b) to liaise with the universities about this – partly through ex officio members of the board, partly in direct communication with the university leaderships.

6. Presentation by Thomas Elmqvist SRC/SU relationship post-Mistra 2018

Thomas Elmqvist presented how Stockholm University is hosting Stockholm Resilience Centre post-Mistra, organisationally as well as financially. The process is not finalised, but the plan is to create a more 'department-like' organisation within the university. Having a PhD Research School has been an important catalyst. This brings some advantages, such as access to university funding. Thomas E is making available to the Director the draft university statutes to enact this. In the ensuing discussion, reference was made to the Centre's active involvement in discussions with Chalmers aimed at ensuring a prominent position and role within the potential new Area of Advance/portal to replace the Building Futures Area of Advance, as a key way to become embedded within the university's matrix structure.

Decision:

To note the information with gratitude and invite the Director to consider how this experience could help the Centre in the rather different context at Chalmers.

7. Update on Sida ISK report and Sida Final Evaluation (Terms of Reference)

Mistra Urban Futures has responded to Sida regarding the comments in the ISK report, recently conducted by KPMG. The report is very positive overall and most recommendations relate to documentation in writing of existing practices, and ensuring follow-up and its documentation. Implementation of the recommendations has already

commenced: Internal guidelines have been created and all staff have been informed, while documentation is under way.

The requirements for final Phase 2 evaluations have been clarified. Sida requires an evaluation to be finished during the first half of 2019, in order to feed into the decision-making process for funding post-2019. Mistra does not require a formal evaluation, but will provide appropriate support for Sida's evaluation. Sida has requested that MUF and Chalmers handle the process, including appointment and remuneration of the panel. Costs should be covered from the Centre's existing budget, and necessary provisions have already been made. In discussion with Sida, the format and preferred timing have been agreed with Sida – adjacent to the March 2019 Board meeting so that the panel can interview Board members, LIP Directors and Co-ordinators and the Secretariat while all are in Gothenburg. The Progress Report will reflect progress against the Strategic Plan 2016-19 and the Realising Just Cities framework, referencing the respective materials produced, including outputs, rather than repeating their contents at length. In consultation with Sida, draft Terms of Reference have been compiled and were presented in document MUF 29:8 for approval.

Decision:

To approve the draft Terms of Reference for, and proposed timetable and approach to, the final Sida evaluation so that it can be produced as efficiently as possible and have maximum value in the process of securing new funds for 2020 onwards.

8. Financial Update

Viveka Blomgren presented a financial report for the first four months of 2018. The accumulated costs for the January - April period 2018 amounts to 18,5 MSEK which is 4,1 MSEK lower than the budget for the period. A major reason for the lower than budget outcome is that a number of invoices concerning the period have not yet been received. From the analysis of budgets and planned expenditure in the Secretariat and LIPs in the light of discussions at the March Board meeting, we will have about 5 MSEK left in total (the whole period) by the end of 2019. This gives the required flexibility in relation to working with potential new funders and also to undertake additional work to maximise our outputs and value added.

Decision:

To approve the financial report and welcome the availability of some funds to support fundraising for post-2019.

9. Next meetings

The following dates for the next meetings of the Board had previously been agreed and a date for the final meeting of 2019 was proposed in conjunction with the Annual Conference:

Board meeting #30: 12 September– phone meeting (4-6pm CEST)

Board meeting #31: 8 November – physical meeting in Cape Town after Annual Conference 5-7 November.

Board meeting #32: 21-22 March 2019. Please note! Suggestion to change dates to the week before, 14-15 March 2019

The autumn meeting 2019, connected to the Annual Conference, will take place in week 42 (14-18 October)

Decision:

The dates for all these Board meetings were confirmed.

10. Any other business (17.55-18.00)

a) Date of 2019 Annual Conference: The Centre's suggestion is to hold the annual conference 2019, the final wrap-up conference of Phase 2, in week 42 (Mon 14 October onwards) in order to avoid conflicts with other events, school and university holidays, etc.

Decision:

To approve the dates for the Annual conference 2019.

b) The Director informed the Board that Mats Viberg has been appointed as Rector of the Blekinge Institute of Technology, starting 1 September this year, and expressed sincere thanks to Mats Viberg from the Board and Secretariat for the time and engagement over the past years. A new representative from Chalmers would be appointed over the summer. The Board congratulated Mats Viberg and wished him well in his new post.

The Chair thanked all participants and closed the meeting.