

Mistra Urban Futures

Draft Minutes Board Meeting No. 18

1-2 October, 2015

Mistra Urban Futures, Läraregatan 3, Göteborg

Participants:

Thomas Rosswall (Chair)
Elisabeth Deakin (not Item 6, via Skype)
Thomas Elmqvist
Colin Fudge
Klas Groth (Items 1-5) (via Skype)
Katarina Pelin
Hans Ristner (Items 7-12)
Roberto Sánchez-Rodríguez (not Item 6, via Skype)

Ex officio:

Johan Edman, Mistra (Items 1-5)
Nayoka Martinez-Bäckström, Sida (Items 1-6)
Katarina Gårdfeldt, GC Council
David Simon, Director

Notice of absence:

Karl-Gunnar Olsson, Chalmers

Invited participants:

Åke Iverfeldt, Mistra (Items 1-5)
Mikael Atterhög, Sida (Items 1-6)
Helena Söderbäck, Chair of GC (Item 4 and 6)
Stephen Agong, KLIP
Zarina Patel, CTLIP
Warren Smit, CTLIP
Beth Perry, GMLIP
Mikael Cullberg, GOLIP
Ulrica Gustafsson, Secretariat
Jan Riise, Secretariat
Henrietta Palmer, Secretariat (Items 1-5)
Cecilia Örnroth, Secretariat

1. **Opening of the meeting**

The Chair opened the meeting and welcomed the participants. He especially welcomed Åke Iverfeldt from Mistra and Mikael Atterhög from Sida. Also Henrietta Palmer was welcomed as the newly appointed Deputy Scientific Director and Warren Smit, who will take over as CTLIP Director in January in succession to Zarina Patel. She was thanked for her excellent contribution in that role.

2. **Approval of the agenda**

No other business was added.

Decison:

To approve the agenda.

3. Minutes from previous meeting and matters arising

The Minutes from the meeting on 11-12 June had been circulated and approved by the Board electronically so were attached to the agenda for the record.

The Secretariat was commended for its plans for an international conference. Plans are evolving so as to integrate conferences on different themes as integral parts of the co-produced planning for Phase 2. The current plan is to hold the first Mistra Urban Futures International Annual Conference over two days in the end of September or the first week of October 2016 (linked to our autumn Board meeting), with a focus on positioning and learning. Up to 200 participants are envisioned. Subsequent annual conferences on different topics relating to our Phase 2 comparative projects and activities are planned to be held successively in Kisumu in 2017 and then Cape Town and Manchester (order tbd).

Decisions:

To note that the minutes from Board meeting 11-12 June have been approved; and
 To note with pleasure the plans for the first International Conference.

4. Outcome of the mid-term review

Following an introduction by the Director, Åke Iverfeldt, CEO of Mistra, was invited to elaborate on the Mistra decision. He stressed that the decision taken by the Mistra Board in September, to fund Mistra Urban Futures with a total of 80 MSEK in 2016-19 assuming the requirements in the decision are met, is the largest funding decision ever taken by Mistra. Thereby there are great expectations from the Mistra Board. Åke was very grateful to be at this meeting and conveyed that the Mistra Board appreciates the hard work that the Centre Board has done, along with the Centre itself. The Mistra Board emphasizes the role of the Centre Board and sees it as important for the future. The requirements formulated by the Mistra Board are to be seen as mandatory. It is important for the Mistra Board that the Centre continues beyond 2019. The Mistra funding needs to be phased out by the end of Phase 2. In the second phase, Sida will establish a contract directly with Chalmers rather than via Mistra. This will make things clearer, more transparent and direct. In addition the separation between GOLIP and the Centre management must be made evident.

The Board fully agrees with the evaluation panel that the strength so far is really the co-production methodology. The Board stresses that this strength must be communicated and spread more clearly and widely. The Board is also concerned about the volume of scientific publications. Like Mistra, it wants all LIPs to be equally good at publishing scientific publications in the future.

Mikael Atterhög described the ongoing work with the assessment within Sida. The ambition is to present the proposal for the deciding committee on the 11th of Dec. Sida welcomes the evaluation that was done and thinks the panel made good and reasonable recommendations. As Mistra, Sida wants to stress that a resource mobilization strategy post 2019 is important.

Helena Söderbäck, Chair of the Gothenburg Consortium Council, told the meeting about the extended Council meeting on 29th September, at which the Mistra decision and the challenges ahead were discussed. The Consortium partners are aware that the Mistra funds will decrease over the years of Phase 2 and that this needs to be handled in a good way. The extended council meeting confirmed the Consortium partners' continued

commitment to Mistra Urban Futures long term and will focus on planning for the post-2019 period.

Decisions:

To note with pleasure the Mistra decision and the progress of the internal assessment at Sida;

To request that the Secretariat continue to address the conditions attached to the Mistra funding decision for Phase 2 and report back to the Board;

To have a discussion on the funding strategy at the first meeting in 2016 (March) together with the Gothenburg Consortium; and

To request that the supplementary submission to Sida is circulated to the Board.

5. Detailing of plans for Phase 2 and Centre Operational Plan 2016

During the Mistra Urban Futures Board meeting in June 2015, the LIP Directors identified the need to begin a process of learning across the platforms in order to reflect on and operationalise the Strategic Plan. This work is an ongoing process that was initiated when the LIP Directors visited Gothenburg in late August. The work so far was presented jointly by the LIP Directors. The presentation has been circulated to the Board.

As agreed at the Board meeting in June, the time plan for the Centre Operational Plan (COP) 2016 and budget for 2016-2019 needs to be revised due to the delayed funding decision from Mistra. The new time plan is:

2 Oct	Outline budget presented at Board meeting
23 Nov	Draft COP and budget presented at Board phone meeting
8-9 Dec	Final COP and budget circulated to Board for electronic approval
11 Dec	Final COP and budget submitted to Mistra and Sida

A tentative allocation of Mistra, Sida and Gothenburg Consortium funds for Phase 2 was tabled at the meeting.

Decisions:

To note the work with the further operationalisation of the Strategic Plan;

To approve the revised timeline for preparing the 2016 COP and budget; and

To note the tentative allocation of Mistra, Sida and Gothenburg Consortium funds during 2016-19.

6. Joint meeting with the Consortium Council

In order to ensure a common understanding between the Board and the Consortium on the set up and priorities for starting up Phase 2, the Chair of the Board and the Chair of the Consortium Council had decided to have a joint session.

Participants from the consortium were:

Council members:

- Helena Söderbäck, the Gothenburg region association of local authorities (Chair)
- Jörgen Sjöberg, Chalmers University of Technology
- Anna Jarnehammar, IVL Swedish Environmental Research Institute
- Anna Ledin, City of Gothenburg

Co-ordinators:

- Pia Borg, City of Gothenburg

- Ylva Norén Bretzer, University of Gothenburg
- Karin Sjöberg, IVL Swedish Environmental Research Institute
- Lisa Ström, the Gothenburg Regional Association of Local Authorities

The session started with a short introduction of the participants. Thomas Rosswall summarised what had been said by Åke Iverfeldt under item 4 and Mikael Atterhög and Helena Söderbäck reported on the Sida and Gothenburg Consortium status.

Jörgen Sjöberg described the coming process to appoint a new Board for Phase 2 regulated in the agreement with Mistra (which ends this year). There are no major changes to be foreseen in the next agreement on this point. The Centre Board is appointed by the host in consultation with Mistra and the other consortium members.

The alternative governance scenarios for Phase 2 were discussed. The Chair of the Board expressed the wish, previously approved by the Board in June, to have the Gothenburg Consortium represented, ex officio, by the Chair of the Council. The importance of separating the Consortium's role at a strategic level through the Council and at operational level within GOLIP through the co-ordinators was also discussed.

The participants agreed that the current set up should be kept, with some modifications.

- LIP directors (current and future) will be ex officio members of the Board but not directors of other forms of partnership
- A joint meeting will be held annually between the Board and the Consortium Council
- One Board meeting per annum will be held at a LIP in rotation, normally linked to the annual conference, starting in Gothenburg in 2016

7. **Reflections on joint meeting with Consortium Council and Recommendations to take forward on governance**

The Board reflected on the constructive discussions with the Consortium Council.

Decisions:

To recommend to Chalmers that the governance model for the second phase in principle follows the one that is outlined in the current agreement between Mistra and Chalmers, with the following modifications:

- Sida funds will be channelled directly to Chalmers, no longer through Mistra, and will thus be governed by a separate agreement
- The LIP directors (current and additional) will be ex officio members of the Board
- The Consortium, Chalmers, Mistra and Sida should have the possibilities of appointing ex officio members.

To recommend the new Board to have two physical meetings annually, six months apart, of which one is in Gothenburg and the other held in conjunction to the annual conference, rotating among the LIPs. Two short phone/Skype meetings would be held in the intervening quarters; and

To hold a joint meeting annually between the Board and the Consortium Council, as agreed with the Consortium Council.

To recommend to Chalmers when appointing a new Board from 2016 to consider:

- Geographical balance
- Gender balance
- That the range of skills in relation to the Strategic Plan.

- That some members of the Board have skills relevant to prepare for Phase 3, especially fund raising
- That all Board members are willing to contribute actively between as well during meetings.

8. Update from the Director

The Director gave a brief update of the main achievements and changes since the Board meeting in June that are not listed under separate items.

The USDG pilot project was completed and the final report submitted on schedule and within budget in early July. This has been well received by Sida and the Urban SDG Campaign partners. It fed directly into the work of the UN statistical team finalizing the targets and indicators for Goal 11 over the northern summer, thus fulfilling its strategic objective. The research process also proved valuable as a learning experience and in strengthening or extending partnerships in various ways. Two papers – one an overview of the project and one more specifically focusing on challenges of incorporating informality into the urban SDG – are currently under review with the respective international peer-reviewed journals, while at least two more papers are being planned.

Skåne and Stockholm: Further discussions and meetings have been held and progress made in the light of the Board's decisions at its June meeting. The Skåne team is delighted and has now produced an appropriate pilot project to test out the ideas in their feasibility study. This has been approved and work is commencing. The Stockholm team is also very much looking forward to gaining experience in co-production through the planned collaboration. Their pilot project proposal has just been received and is being assessed. No further discussion or decision will be needed until the pilot projects are complete and as part of overall discussions about expansion of the Centre in Phase 2 in the light of the full financial envelope.

Engagement and communications: Following the Board's decision in June not to appoint a Deputy Director for Engagement as proposed by the MTR report, further consideration has been given to how to embed and strengthen these essential activities fully in our work as envisaged in the Strategic Plan. To this end, we have appointed Jan Riise as Engagement Manager so as to maximize our benefit from his extensive experience and strategic abilities in this area. In addition, a recruitment process has been initiated to hire a Communications Officer to the Secretariat, principally to assist Jan but also to support Ulrica with events. The position will be limited to one year as the staffing of communication and engagement will need to be reviewed when Jenny Sjödin returns from maternity leave in August 2016.

MUF has made a submission to the Mistra Review of its Climate Change research, reflecting recent initiatives, relevant projects by the LIPs and plans for Phase 2.

Decisions:

- To note the positive outcomes of the USDG Pilot project;
- To note the continued work with the potential Skåne LIP and Stockholm node with their respective pilot projects;
- To note the strengthening of resources within engagement and communication;
- To have a full discussion on communication and engagement at the March meeting; and
- To note the MUF input to Mistra's review on Climate Change research.

9. Any other business

No other business

10. Next meetings

#19: 23 November – phone meeting (4-6pm, CET) to approve draft COP 2016

Proposed meetings in 2016 of new Board:

#20: 3-4 March – physical meeting in Gothenburg (including joint meeting with the Gothenburg Consortium Council), to discuss strengthened funding strategy together with GC, engagement and communication, QME and decide on outline of report to the Mistra Board

#21: 9 June – phone meeting (4-6pm, CET)

#22: Sept/Oct – physical meeting in Gothenburg (meeting held in conjunction to the Annual International Conference which will be additional 2-3 days), to approve draft COP 2017 and budget

#23: 23 November – phone meeting (4-6pm, CET), to approve COP 2017

Decisions:

To note the previously scheduled meeting on 23 November; and
To decide on provisional meeting dates and venues for 2016.


11. Closed meeting with Director

The Board had a closed meeting with the Director to discuss the meeting, the documentation provided and possible ways of making futures meetings exciting and productive.

12. Closed meeting without Director

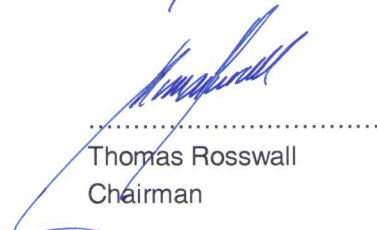
The Board met in closed session.

Date: 15/11/2015



David Simon
Director

Date: 8/11/2015



Thomas Rosswall
Chairman