

LONDON CYCLING CAMPAIGN

Board Meeting, 7th November 2022, Look Mum No Hands, Old Street

MINUTES

Present: Colin Crooks, Simon Clark (Treasurer), Giulio Ferrini, Sylvia Gauthereau, Toby Hopkins, Jonathan Klaff, Eilidh Murray (Chair), Kris Sangani, Sarah Strong, Christian Wolmar (Vice Chair)

In attendance: Ashok Sinha (CEO)

Apologies: Izzie Romilly

1. Welcome from the Chair & Introductions

- 1.1 The Chair welcomed everyone to the meeting and ran through the agenda.
- 1.2 She noted that she had not needed to undertake any chair's actions since the last meeting; and that it is Trustees' Week this week.
- 1.3 In terms of updates, she noted that the main things she had been working on since the last board meeting were: preparing for the; AGM and Campaigners' Conference; liaising with the team on the office move; working with Christian to revise the Human Resource's Committee's Terms of Reference; helping to get the Women & Cycling Working Group up and running again, ahead of a spring mass ride.
- 1.4 The trustees, CEO and Simon (who was an observer until the Treasurer election below) all introduced themselves, giving brief summaries of their backgrounds.

2. Declarations of Interests

- 2.1 Giulio and Sylvia recorded that they work for Sustrans.
- 2.2 Ashok noted that while we work closely with Sustrans on a range of advocacy matters, it is conceivable that they may have to withdraw from any conversations on topics where there may be a conflict of interests.

3. Election of Officers

- 3.1 **Chair:** Ashok took the chair temporarily. Eilidh was the only nomination and was re-elected unanimously.
- 3.2 **Treasurer:** Eilidh re-took the chair, asking if any trustees wished to stand. There being none, Simon re-confirmed his willingness to be co-opted and was appointed as Treasurer unanimously.
- 3.3 **Vice-Chair:** Christian was the sole nomination and was re-appointed unanimously.

4. Board Induction

- 4.1 Ashok checked that everyone had received the Induction Pack, and that all trustees had returned their signed Board Code of Conduct and list of interests.

Action: Ashok to set up a Doodle Poll for trustees to meet the senior staff.

- 4.2 It was agreed that board meetings would be in-person, but with a remote option always available in case trustees are unavoidably unable to attend.
- 4.3 It was agreed that subcommittee chairs and members would determine the format of subcommittee meetings at any given time.

5. Appointment of Committee Chairs & Members

- 5.1 **Campaigns & Active Membership:** Sylvia (chair), Izzie (who had given her preferences in advance), Jonathan, and Toby.
- 5.2 **Business Committee:** Simon (chair, pro tem), Colin, Toby, and Kris.
- 5.3 **Human Resources:** Christian (chair), Eilidh and Kris.
- 5.4 **D&I Working Group:** Kris (chair), Sarah, Jonathan, Sylvia, Giulio.
- 5.5 **Policy Forum:** Ashok explained the previous board's decision to put the Policy Forum into abeyance, and the board agreed to elect its chair and reconstitute the forum on a needs-must basis.
- 5.6 Eilidh reminded trustees that all of them are entitled to attend any committee at any time.

6. Link Trustees

- 6.1 Sarah explained that the role of link trustees is to stay in touch with their link LCC groups, checking in a few times a year, maintaining two-way contact, facilitating additional contact with staff and acting as a conduit for information flow between them and the board. It is not a scrutiny or oversight role.
- 6.2 She invited trustees with questions about LCC groups to contact the relevant staffer, i.e. Katy Rodda.
- 6.3 She also invited trustees with questions about the application of our risk management procedures (e.g. in respect of local actions and rides) to contact the relevant staff lead, i.e. Stewart Dring.

Action: Sarah to allocate link trustees to groups via email, and liaise with Katy on making the introductions.

7. Other Co-options / D&I

- 7.1 Kris briefly ran through the activities of the D&I Working Group, asking trustees to let him know of BAME LCC activists who may be interested in being co-opted to the board.

8. Strategic Plan 2022-2026

- 8.1 Ashok explained that the new, rolled forward plan, had been through committees and the outgoing board, the latter recommending its ratification by the new board.
- 8.2 He briefly explored the political/historical background to the plan, highlighting some key objectives centred on LCC's Climate Safe Streets and Dangerous Junctions campaigns, road danger reduction/Vision Zero, plus the Patrons' Network and other priority areas for income generation, taking questions.
- 8.3 He stressed that while we cannot take for granted the London-wide political and policy advances in which we have played such a crucial role, the principle focus of our Strategic plan is at the borough level.

9. Finances

- 8.1 Simon gave a summary of the structure of LCC's finances, how we manage risk and cashflow, our reserve policy and the process for scheduling contingencies.
- 8.2 Ashok ran through LCC's current financial situation and membership recruitment/retention, and associated risks, touching on some revisions to our plans that we are currently working through. The latter will be tabled ahead at the forthcoming first meeting of the new Business Committee for stress-testing.

10. AOB

- 11.1 Ashok gave an update on the office relocation and higher than expected dilapidation costs at the old office, inviting trustees to visit the new one (where staff are now working, in a hybrid pattern)
- 10.2 He also said that activist feedback from the campaigners' conference (called a "Community Skills Summit"), was very positive; it was very well-attended and the most diverse LCC annual conference in memory, with representatives from many of our Affiliate groups co-leading workshops.

The meeting was then closed.