



# BCP FuturePlaces Board Meeting

9<sup>th</sup> March 2023

# Agenda

Item		Lead	Format
1.	Welcome	Chair	Verbal
2.	Notice and Quorum	Chair	Verbal
3.	Conflicts of Interests	Chair	Verbal
4.	Minutes of prior meeting and matters arising	Chair	Paper
5.	Finance	CB	Paper
6.	Risk Register	CB	Paper
7.	Human Resources	CB	Paper
8.	Marketing and Communications	GM	Paper
9.	Procurement	CB	Paper
10.	Annual Review and Business Plan 1st Draft	CB	Paper
11.	Project-Specific Items for Board Attention	GM	Paper
12.	Any Other Business	GM	Paper
13.	Date of next meeting: 28 <sup>th</sup> April 2023	Chair	Verbal

## Present:

Lord Kerslake (BK), Chair  
Pat Hayes (PH), Non-Executive Director  
Ian Marcus (IM), Non-Executive Director  
Karima Fahmy (KF), Non-Executive Director  
Gail Mayhew (GM), Director  
Craig Beevers (CB), Director

## In Attendance:

Graham Farrant (GF), Shareholder Representative  
Rebecca Lawry (RL), Company Secretary



# Item 4 Draft Minutes of the Meeting held on 26.01.23 and Action Log

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**BCP FUTUREPLACES LIMITED – Company number 13465045**

## **BOARD MEETING - Minutes**

**THURSDAY 26<sup>TH</sup> JANUARY 2023 AT 11:00am AT 45 WESTMINSTER BRIDGE ROAD, LONDON, SE1 7JB AND ON MS TEAMS (T)**

### **Present:**

Lord Kerslake (BK), Chair  
Pat Hayes (PH), Non-Executive Director (T)  
Gail Mayhew (GM), Director  
Craig Beevers (CB), Director

### **In Attendance:**

Councillor Philip Broadhead (PB)  
Sarah Good (SG), Head of Delivery – Regeneration (T) (Shareholder Representative)  
Rebecca Lawry (RL), Company Secretary (T)

### **Apologies:**

#### **1. Welcome, Quorum and Apologies**

- 1.1. BK welcomed everyone to the meeting and confirmed that the meeting was quorate.
- 1.2. The Directors welcomed PH to the Board as a Non-Executive Director.

#### **2. Declarations of Interest**

- 2.1. The Board members confirmed that there were no further interests to declare for the items on the agenda.

#### **3. Minutes of the last meeting held on 15.12.22 and Action Log**

- 3.1. The minutes of the meeting held on 15<sup>th</sup> December 2022 were approved for signing by the Chair.
- 3.2. All actions were updated on the log or approved for closure.
- 3.3. The Directors discussed the Company's Annual Report which would go to March Cabinet. It was agreed that this would be circulated for agreement outside of the meeting.
- 3.4. The Directors noted ongoing development of the Regeneration Strategy, anticipated to be presented at the next Board meeting in March. It was agreed that the Communications Strategy would also be included.

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## 4. Finance

- 4.1. CB presented the finance report, confirming there to have been little change since the last meeting. CB explained that work continued on the Outline Business Cases (OBCs) and highlighted the need to agree funding timeframes with the Council.

**ACTION: Funding timelines for OBCs to be agreed with the Council.**

## 5. Risk Register

- 5.1. CB presented the risk register and confirmed that this had been reviewed and refined in line with the action from the last meeting.
- 5.2. CB explained that challenges remained around legal resourcing and that all options would be considered including utilising Council resources to meet the need.
- 5.3. The Directors noted that Value for Money (VFM) would require further investigation and agreed that this would best be covered through a workshop session with the new NEDs once appointed.

## 6. Human Resources

- 6.1. CB presented the HR report and gave an update on the recent recruits and those leaving the Company.
- 6.2. In response to a comment from CB, PH agreed to help with the recruitment of a business case specialist.
- 6.3. The Directors noted that Council approval of the two additional NED positions was awaited.
- 6.4. Heads of Terms were being developed for the advisory group set up to advise on the Regeneration Strategy.
- 6.5. CB reported ongoing challenges with recruitment and retention and the particular pressure around ensuring market parity on pay. PH urged the need for a transparent process to ensure clarity around those cases where it is necessary to go outside of standard terms.

## 7. Marketing and Communications

- 7.1. CB presented the report, in addition highlighting:
  - 7.1.1. Communications and Engagement Strategy to the March meeting for approval.
  - 7.1.2. A weekly breakdown would be developed to show all communications activity for the Company.
  - 7.1.3. Further work was needed to better determine whether communications should come from the Council or the Company.
  - 7.1.4. Additional media channels would be considered for the future.

**ACTION: March meeting to include Communications Strategy and weekly updates of all communications activity to be circulated.**

**ACTION: June meeting to discuss the forward plan to go into the NEDs diaries.**

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## 8. Procurement

- 8.1. CB presented the procurement report and confirmed that the building procurement framework design had been completed.
- 8.2. Following on from the success of the procurement team in building trust with the Council, all procurement documents would be reviewed and refined to ensure maximum efficiency.
- 8.3. The Directors noted and took assurance from the report.

## 9. Projects

- 9.1. The Board members noted:
  - 9.1.1. Four OBCs were agreed by the Board at the last meeting. Two had gone to Cabinet in January and the remaining two would go in March.
  - 9.1.2. OBCs had been well received, however more consideration would need to be given to the confidential appendices in order that transparency be maintained.
  - 9.1.3. All future OBCs would go through the Overview and Scrutiny Committee.
  - 9.1.4. OBC workshops would be held with external input and benchmarking with an external agency.
- 9.2. The Board members considered the Beech Road car park ODR and noted:
  - 9.2.1. Considerable debate had been had around the future of the site with polarized local views on the necessity of the car park.
  - 9.2.2. The ODR addresses both the issue of car parking and housing.
  - 9.2.3. It was agreed that the documents referred to in the ODR should be put into the public domain to provide evidence that this is a considered approach.
- 9.3. With regards to Poole Quay:
  - 9.3.1. 2 bids had been submitted for LUF funding.
  - 9.3.2. Homes England had expressed an interest in working with the Company to fund a potential regeneration site.
  - 9.3.3. With work continuing on the Poole promenade project there was a need to develop a governance structure to bring transport and planning in at the early stages.
  - 9.3.4. It was agreed that a sub-group be set up to look at this.

**ACTION: CB to circulate the Poole Quay map and set up a sub-group to look at the project.**

## 10. Any Other Business

- 10.1. There being no further business the Chair closed the meeting.

..... Chair