

## Management Group Meeting

**1.00pm, Wednesday 8 August 2018**

Room 1.15, City Hall, Leicester City Council, Charles Street, Leicester, LE1 1FZ

Attendance: Margaret Fleming (MF Associates), Lee Jowett (Leicester City Council), Claire Plumb (LMLG), Hugh Fenton

Apologies: Cathryn Gathercole (Cultivating Communities)

### Minutes

1. Minutes from previous meeting – 15 June 2017. Previous minutes were approved as correct.
2. Feedback from March 2018 'Young Leaders in Sustainable Development' event  
Feedback from Leicester City Council were previously distributed in the form of a paper which was presented to the Deputy City Mayor. The event broke even and was well run. However it was highlighted this something of a similar scale is unlikely to run elsewhere in the network due to capacity.
3. Name change/focus of work. After discussion it was agreed the name would remain the same with a focus of raising awareness across the region of opportunities to network. This to be reviewed regularly.
4. Activities next year – meetings. It was agreed that 2 events per year would be planned as a presentation and networking opportunity. These would be focussed in Leicestershire over the next academic year with the plan of expanding to other areas the year after. CP to approach Leicester and Loughborough Universities if they would be willing to host in November 2018 and March 2019.
5. Membership list – next steps. MF to confirm with current mailing list (and any hanger ons). We will then produce flyers for the new events (and background to RCE-EM) and circulate to encourage wider membership. LJ can contact colleagues who attend the March conference if they would like to be on membership list.
6. RCE-EM Project summary sheet and profile. LJ to completed and return. LJ to create webpage on LCC schools site as secretariat function.
7. RCE Europe meeting – MF to investigate if she can attend at late notice.
8. AOB – MF described Urban Science project she is currently working on.

**Next Meeting: November 2018, University of Leicester (exact date to be confirmed)**