

Digital Birmingham Executive Board Meeting, 20th December 2006

Action Notes

Present	Apologies
<ul style="list-style-type: none"> - Councillor Paul Tilsley, BCC – Chair - Glyn Evans, BCC - Tom Hamilton, BT - Mick Rice, Birmingham Association of Neighbourhood Forums - Richard Allen, CISCO - Tim Manson, Marketing Birmingham - Derek Lote, Business Link and BCI - Chris Price, Digital Development & Communities - Phil Braithwaite, Service Birmingham - Chris Kerr, Bright Field - Ian Kellgren, Bright Field - Brian Mitchell, NTL/Telewest - Steve North, Service Birmingham - Clive Hill, Matthew Boulton College - Judith Mackay, Projects in Motion - Ray Plummer, Connexions - Chris Lane, Centro 	<ul style="list-style-type: none"> - Billy Foreman, South Birmingham PCT - Debbie Goode, LSC - Himadri Hazarika, Centro - Ray Tier, University of Birmingham - Chris Jones, NTL/Telewest - Stuart McGann, Trinity Group - David Holdsworth, BBC - Adrian Middleton, AWM - Steve Payne, iCentrum - Stuart Webb, AWM - Brian Carr, BVSC - Fiona Cohn, BCC - Steve Smith, TIC / UCE - Frank Mills, BT - Fiona Cohn, BCC - Bob Kamall, Cabinet Office - Brian Carr, BVSC <p>Notes: Steve North</p>

Actions from last meeting:

- **Eurocities Charter** was signed by the Deputy Leader in Manchester.
- **Name badges** agreed and produced for all staff and Executive Board members who requested them.
- **Button badges** for Digital Birmingham are on order
- In line with discussions about the appropriate address to use for a 'Birmingham E-mail system'. This was circulated and **DigitalBirmingham.co.uk** was agreed on.
- Digital Birmingham has arranged a workshop on **Intelligent Buildings** for 23rd January at Matthew Boulton college.

Citizens Email

- The deputy leader raised his interest in establishing e-mail links to all citizens to transform the way the city communicates. He has initiated collection of email addresses through voter registration and the city had other mechanisms for collecting this. The idea was to establish a subscription account which would

enable citizen to indicate their contact they would prefer. This was linked to a campaign run by the libraries. It was proposed that this service be part of the anniversary celebrations planned for 14th February.

ACTION: Ideas for anniversary were requested.

ACTION: Number of email addresses collected and usable by the city to be given at next board meeting.

Digital Birmingham Executive Board

– Second year is about to start and it was important to formalise the activities of Digital Birmingham. This paper is a set of recommendations which have been agreed by the operations board. Decisions detailed below

Decision: Executive board agreed that they would move to a 3 month meeting slot and make their role more strategic. The meeting dates will be listed

Decision: Executive board agreed that they would have an increased reliance on the Ops group in the absence of the exec.

Decision: Executive board agreed that membership of the board will be amended to allow more sectors represented. It was agreed that CP can approach members unofficially and bring a recommendation back to the Executive Board.

Decision: It was agreed that 'elections' were not appropriate at this time.

Decision: Associates were to be welcomed and the pro forma form was agreed..

Digital Challenge

– CP gave an overview of the Circuit proposal with Shropshire. The deadline is the 19th of January with a further presentation in February.

– CP then discussed the visit the DLCC judges went on.

– A long discussion then followed about the Digital Challenge. No decisions were formally made. Generally the Executive Board were in agreement with the approach.

Project Details

– All projects were discussed at a very high level.

– Executive Board generally impressed with amount of activity that is happening.

ACTION: A further update at the next Executive board is required as this was hurried.

Panel Updates:

– Communications Group is changing its membership due to people leaving/moving on. It will now focus on the Digital Birmingham website.

– Business Panel reported on progress. They intend to distribute a questionnaire to business in Birmingham for opinions about Digital Birmingham.

– Content Panel has been inactive for some time. Intends to take same approach as business panel regarding questionnaires.

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ACTION: Business Panel to report back on questionnaire results.

AOB

- Press pack was distributed. Meeting agreed that it was a good idea to collate these things together.
- Intelligent building conference is on the 23rd of January. Executive board have all been invited.
- Calls for Digital Media phase of Framework 7 open shortly.
- CP advises meeting that Digital Birmingham have been consulted on the new building of New Street Station.

ACTION: CP to keep group informed.

Next meeting: 28/3/2007 15.30-17.30hrs venue to be advised.