

ChargeUK Board: Minutes of Meeting

Date: Wednesday 13 March 2024, 11am

Attendees:

Chris Pateman-Jones, Steve Dunlop, Jarrod Birch, James McKemey (JMK), Rosanna Turnham, Ian Johnston, Dan Simpson, Harry Methley, James Millar (JM), Krisha Indrakumar, Connor Whyton, Emma Cutler

Discussion

Introduction

1. Welcomes and introductions were exchanged.

Engagement with OZEV

2. DS updated on regulations and reliability, and members expressed concerns over OZEV's policy formulation. Officers agreed on the need for OZEV updates in response to the group's policy asks.

Policy Group meeting

3. HM updated officers on the recent policy group meeting. the agreement within this meeting that a policy manifesto should be produced by the group.
4. CPJ added that a shared document was to be established with all scheduled meetings and meeting leads for the year, along with standardised slides for these meetings.
5. HM noted that the policy group had raised concerns around transparency. IJ agreed to meet with those concerned and the secretariat would prepare a transparency policy, along with job descriptions for officers

Incorporations and Legals

6. HM proposed that as the Chair and Vice Chair for Operations CPJ and SD act as company directors. Officers agreed with this proposal.
7. Officers discussed the benefits of positive collaboration amongst members, and therefore agreed on the importance of clarifying the issue of two officers from the same company also being ChargeUK officers. The Board agreed that the membership agreement would be maintained, and that vacancies for officer roles and heads of working groups would be opened.
8. Members agreed on the idea of regular meetings between heads of working groups and officers - as well as regular formal Board meetings.

AOB

9. DS brought up the need to confirm the regularity of board meetings. Officers agreed that current meetings were a convenient slot for all.
10. HM added that the secretariat would formulate terms of reference for committees and working groups and present to the board for approval.

Actions

1. Secretariat to ask OZEV for updates on LEVI, RCF, the Connected Action Plan, and OZEV's responses to the group's asks.
2. Secretariat to establish a shared document with all scheduled meetings and meeting leads for the year, along with standardised slides for these meetings.
3. IJ to meet with those concerned over board arrangements.
4. Secretariat to open vacancies for officer position.
5. Secretariat to open vacancies for heads of working groups.
6. Secretariat to formulate terms of reference for committees and working groups and present to the board for approval.