

# SUMMARY / MINUTES OF THE PECT BOARD

Held on 30/01/08

At the Green House



**Present:** Ken McKay (chair), Mike Holland, Steve Magenis, Trevor Gibson

**In attendance:** Hugh Cripps, Rachel Huxley (minuting),

		<u>Action</u>
1	Apologies Chris Gerrard, Nick Sandford, Andrew Heeler	
2	<b>Minutes of the previous meeting</b> (19 <sup>th</sup> December 2007)	
2.1	These were agreed as a true record and duly signed.	
2.2	<b>Matters arising</b>	
2.2.1	<b>SSC</b> Progress with securing funding; a summary of the bids submitted and an analysis of the likely outcome expected to be presented to the board in February An update on the SSC conference, compliments from all regarding the sheep poo paper. RH to circulate the e-invite and all board members to forward onto anyone that might be interested. Thanks passed onto MH for circulating this to 200 contacts already. Board members are invited to attend the conference and help to network for potential partners/funders for SSC. IB to contact board to confirm attendance and allocate networking targets.	RH RH IB
2.2.2	It was requested that another update on projects is given at the next board meeting.	HC
2.2.3	The marketing budget will be submitted by Nyree at the next board meeting.	NA
2.2.4	<b>Green Energy Switch</b> The Beta site is up, 5 energy companies have already signed up, an article has been submitted to Your Peterborough and plans for the launch are progressing well. Potential venture capitol opportunities are being explored by the PCL board.	
2.2.5	<b>Office Relocation</b> We have had the 9 months notice period confirmed by e-mail. We are waiting on the outcome of the ESTACA bids before making any decisions to move. However Trevor did mention the possibility that space may become vacant in PCC's Bridge House offices in 6 -9 months time and that PECT may wish to take on a short term lease for part of the building. Watching brief to be maintained.	TG/HC
2.2.6	<b>ESTACA</b> EST have requested a 6 month work plan from April – Sept 08, it is felt that we have a very high chance of securing this. The tender process for the East of England is starting now with a decision expected July-Sept.	
3	<b>Finances</b> No issues raised.	
4	<b>Staffing update</b> Adam Pearson, Andrew Tomblin, Clare McIntyre and Juliet Nicholas have started and Alex Harwood has resigned from the ESTACA team.	
5	<b>Quarterly KPIs</b>	

5.1	Due to the difficulty in predicting when funding will become available the core funding KPIs are off-target. The board were happy that these KPIs would always show a large degree of variance but felt it was important to keep them as targets.	RH
5.2	<b>Eastex</b> EEDA are not receiving any more BREW funding so the future of Eastex is uncertain at the moment. The partnership have to decide how to allocate the remaining funding, PECT are in favour of allocating it to one delivery agent to keep Eastex going rather than share evenly between partners as this leaves very little resources to achieve anything significant. IT and HC are meeting with a number of the London Borough Councils to explore franchising Eastex in London. Various smaller sources of funding have been secured, larger sources of funding to replace the EEDA/BREW money is being sought. It was agreed that we should commit to trying to secure the future of Eastex and to retain IT as a valued member of staff. HC to report back at next meeting.	HC
5.3	<b>ESTACA</b> The board once again congratulated ESTACA on a very successful quarter.	
5.4	<b>SSC</b> Further to when the KPIs for last quarter SSC have now secured all funding required for the current project.	
5.5	<b>Greener Futures</b> It was queried as to whether the targets are challenging enough and do they reflect the maximum value we can realise from the Greener Futures website. RH explained that the current priority is to secure funding for the medium term. It is planned to do this over the next couple of months. The use of the Greener Futures websites will be incorporated into these plans. However it was agreed that this issue should be brought to a board meeting once the current fund bids have been submitted. A paper is to be presented to the board in April/May, to include a summary of the quantity and quality of Greener Futures data, website hits analysis. It was suggested it would be beneficial to have an education professional present at that meeting, TG to contact curriculum services/LEA once a date had been confirmed.	RH/JF TG
5.6	<b>BeMS</b> BeMS were congratulated on their extremely good results for core membership, with special thanks to Brett Miller for all his hard work on this. The board also passed on their congratulations to CT on her forthcoming marriage.	
6	<b>Review of PECT pensions contributions</b> Unanimously agreed to continue with the current contributions	
7	<b>BeMS</b> RH apologised for not being able to circulate the paper before the board meeting and that any feedback would be welcome after the board meeting. The board requested that the case for re-branding, together with resources required, be presented at the next board for approval.	RH
8	<b>PECT AGM and Annual Review 2008</b> HC requested feedback on what the Board wanted from the event: Size: 100-150 Topics suggested included: Environment Capital aspirations and progress towards these (a review of the manifesto and targets). It was suggested that we have a national key note speaker to discuss the challenges of the Environment Capital aspiration and ask Cllr Murphy to respond to this, together with PECT and other key partners. Alternatively the event could be more interactive or dynamic e.g. theatre, or poetry with a theme looking at the changes over the last 15 years. HC to investigate.	HC

- 9 **AOB**
- 9.1 MH circulated a press release regarding a cycle shopping trolley scheme in Cambridge.
- 9.2 HC suggested the Board considers expanding its membership and suggested he approach the new EA Regional Finance Manager to take on the role of treasurer. HC
- 9.3 **Interreg**  
Bid to be submitted to the mid-March round for c.9 million Euros subject to PCC securing a suitable central site. The proposal is to be presented to the OP board on the 14<sup>th</sup> Feb.
- 9.3 Nene Park have now appointed a new General Manager.
- 9.4 National Express are creating 4 Green Stations along the East Coast mainline. TG/PCC are lobbying for Peterborough to be one of them. HC to contact Mike Lamport to support this as well. HC  
CT to contact them to see if BeMS services would be appropriate for this. CT
- 10 Date and Time of next meeting **February 27<sup>th</sup> 6pm.**