

MINUTES OF PECT COMPANY MEMBERS' MEETING

Held on Wednesday, 16 May 2007

At the Green House, 4-6 Cowgate, Peterborough



6.00 pm

PRESENT: Nigel Brigham, Don Chiswell, Gareth Heatley, Mike Holland, Steve Magenis (Chair), Stuart McPhee, Richard Olive, Jon Parsons, Nick Sandford, Keith Stapleford, Alastair Stirling, Jane Stubbs, John Tate,

In attendance: Hugh Cripps, Sharon Dawson (minuting), Rachel Huxley, Clare Turner (Item 6)

- 1 **Viewing of Peterborough's 'An Inconvenient Truth'.**
Company Members watched the full version of the video - Peterborough's An Inconvenient Truth'.
- 2 **Apologies**
Helen Austin, Vincent Brierley, Charles Clay, Trevor Gibson, Ian Hall, Joanne Hayward, Mike Lamport, Peter Lee, Ken McKay, Kevin Orme, Richard Paten, Peter Slinger, Peter Thom.
- 3 **Introductions**
Steve Magenis chaired the meeting in the absence of the Chair, Ken McKay. Members and PECT staff introduced themselves. Stuart McPhee stated that this would be his last meeting as a Company Member. He had tendered his resignation as he is moving away from Peterborough. The Chair thanked him for all his work as a Member over the years.
- 4 **PECT's Performance 2006/7**
 - 4.1 **Key Performance Indicators (KPIs)** – papers circulated prior to meeting
SM explained to the Members how KPIs worked and that these were discussed in detail at Board Meetings.
 - 4.2 **Unaudited Management Accounts** – papers circulated prior to meeting
SM thanked Janet Herbert (Accounts) and Rachel Huxley (Operations Manager) for their work. MH explained that there was a large carry forward but any surplus funds over and above PECT's minimum balance holding is transferred to a separate Sustainable Building Fund. In response to a query from AS, SM stated that this year's accounts would not include reference to PCL as the company only commenced trading on 1st April 2007.
- 5 **Project Succession Planning** – papers circulated prior to meeting
 - 5.1 Hugh Cripps briefly outlined the paper which he had presented to the Board on 24 April. PECT has a lot of projects that co-incidentally are all finishing at the end of this financial year. The paper outlined measures being undertaken to mitigate the situation and consider alternative solutions.
 - 5.1.1 ESTACA – contract has been signed this week with EST extending the contract until 31 March 2008. EST may expand in the Eastern Region but has not decided whether to go for one or two Centres. HC is presenting a paper to the Board at its meeting on 30 May detailing options and proposals as to whether PECT should bid for the whole of the region if the opportunity arises.
 - 5.1.2 Eastex – contract finishes 31/3/08. PECT is in the process of doing a Business Plan.

- 5.1.3 SSC – contract finishes 31/3/08. A very successful project and PECT is looking at various options to continue it.
- 5.1.4 BeMS – BETI+ (contract expires 31 March 2008) and BeMS Spalding (contract expires June 2008). The hope is that if successful the funders will continue to fund these projects.
- 5.1.5 Eco Schools and Green Schools are both subject to small short term funding.
- 5.1.6 Green Festival – getting bigger and better. This year’s major funder (Caterpillar Foundation) has already expressed an interest to work with us next year as has John Lewis plc.
- 5.1.7 HC mentioned that PECT is also looking at potential new projects. Staff are involved in generating ideas and this is something that Company Members could look at at the next meeting in September.
- 5.1.8 RO asked PECT if a Food Waste Collection Scheme was feasible for PECT. HC replied that kind of project would be for the Board to decide as there would be a lot of initial outlay involved. SM stated it should be added to the list of ideas.

RH/HC

6 BeMS Business Planning

Clare Turner gave a presentation on BeMS, highlighting the aims of BeMS and ideas for developing it to make it sustainable for the future. The presentation was followed by a workshop to allow Members to air their views on how BeMS should be developed further. HC thanked the Members for their contribution and stated that their feedback would be fed to the BeMS Steering Group which is looking at the development of BeMS. HC added that if anyone was interested in getting involved in the Steering Group then they should contact Clare Turner or Rachel Huxley.

SM thanked Clare for her contribution.

7 Members’ Biographies

Biography forms have been circulated to all Members. SM explained that the reason for this form was to collate Members’ skills so that PECT could utilise the experience within PECT, and to contribute towards succession planning – looking towards potential new Board Members.

8 Any Other Business

8.1 **Environment Capital** - Don Chiswell queried whether PECT as an organisation should be making the City Council aware that some of its environmental decisions were not conducive to Peterborough becoming the Environment Capital. This led to a discussion as to how much PECT should get involved in campaigning and lobbying. The Chair stated that the Board had discussed this matter and believed that where issues (such as the Incinerator for Peterborough) were not being put forward for public debate or consultation then PECT could use its position to make the public aware of contentious environmental issues. However, PECT would not come out for or against a particular decision. JT felt strongly that PECT has never been an activist organisation and if it became a campaigner then it would change the whole ethos of PECT.

8.2 RO asked whether we could lobby developers to consider water saving when building houses. HC stated that PECT does not lobby but carries out practical projects. PECT had tried to get funding for a proposed WATER project but the EEDA did not have the money to fund it. PECT will keep on working to try to secure funding for this project.

9 Date of Next Meeting

Thursday 13 September 2007, 6.00 pm at the PECT office.

*(Please note **new** date – there is no meeting on 11 September.)*