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| SE CAN Executive Committee Meeting 15.8.2013 Minutes |
| **Date:** **Time:****Location:**  | Thursday 15 August 201311.30-14.30 Meeting and lunch**Guildford Borough Council**Millmead HouseMillmeadGuildfordSurreyGU2 4BB |
| **Item** | **Description** |
|  | Attendees: Sara Winnington; Carol White; Cati Smith; Hazel Hill; Amanda Martin; Joanne AllattApologies: Cliff Darby; Abdul Hussian |
|  | Minutes of the exec meeting on 28 Jan 2013 nothing to report |
|  | Review of workshop on 23 May 2013Comments received:*Thanks I really got a lot out of the event. It was really good.**More on the problems/issue which face through ECO and Green Deal**Thank you that was an excellent day. Well done for organising a varied day – very interesting**Good event. Well organised. Liked the site visits**Thank you for allowing me to attend this event, a thoroughly informative day* *Trying to keep forums and workshops positive. Don’t let people moan too much!**A very informative day**Interesting intinery**Really good day. Advice, presentations at exactly the right level for officers working in the field**Very worthwhile day – workshop sessions a bit long and not very relevant to my job role but interesting**CHP visit was good but difficult to hear some of the time and would be useful to have figures on energy savings**Could not see the screen most of the time*Suggestions for next workshop 2014Look at Green/ECO deal journeySuperhome visit; talk to a customerSocial housingBRE innovation park visit? Watford? Would need a mini bus or taxiDiscuss with Parity? Do they have homesBrighton Eco homes??SSE – green watt way at slough – ask Rita Cudd? New build and look at retro fit?Eco/green deal case studies Action Surrey could present on this (agreed)Retrofit journeyMay 2014 before half term may start 9.30am Friday betterWhich consortiums exist? Kent/eco provider for the area social housingAll exec take on task to deliver workshop; workshop as standing order on exec agendaAsk sponsor contacts what projects they have delivered as pilot projectsBritish gas have home at BRECarl at Instagroup , 2 weeks away doing park homes under eco Jo to forward email |
|  | Financial Report £14k in bankDon’t need to spend money; need contract signed by TSCL for secretariat – has it been paid? Number of hours – chase Sean – We must allow £4k on secretariat services |
|  | Sponsors SSE, Scottish Power, Instagroup, CentricaYear April 2013 to March 2014New sponsors are now charged £1500; existing utilities £1250SW/CW draw up template for sponsors to talk; new projects; update on ECO/Green deal; private and social sector; park homesFuture sponsors - ask those getting procurement with LA’s to sponsor? Hwo to do this? |
|  | Update on CAN Discussion with CAN, considering changing name back to UK HECA UK CAN retaining CAN brand; undergoing heated discussions in London; Oliver Myers policy officer is behind it; John at Islington is reverting back to HECAPut vote to the forum? CW to draw up argument – what is deadline?CAN can stand for many things (community action network); how many heca officers in post? Wider appeal? How many are called heca? Is can too wide? Heca just focuses on domestic propertiesPut argument for and againstLook at Darsh Chauhan’s signature CAN is an identity of the home energy conservation – put this as a line on Secretariat’s signature.Draw up terms of reference for being part of CAN; Pay if private; free local authority other members can apply to join cost is xx; business can sponsor cost is xxx done by xmas; public sector can join the groupCAN doing member survey - which will be circulated backCarol to ask Darsh re CAN survey results – broken down per area to inform development of membershipCAN awards – CW to ask for an extended deadline to ensure get more nominations |
|  | Upcoming SECAN dates – to be scheduledAgenda and Forum1st week - Feb same date 2013? Venue working/Guildford/etc speakers; ask Peter Smith/Rebecca NEA talk about definition fuel poverty; fuel poverty theme – venue tbcPublic health & fuel povertyOther speakers? NHS talk Jo’s contact west sussex public health contactMay workshop – gd/eco – is this a fixed workshop subject? SW to checkEnd July forum – landlords/PRS - themeOctober forum – tbc; green deal and commercial buildings; enforcement?Ask Rob re UKCAN network dates of meeting? SWConference calls between forums where meeting – 6 weeks before meeting - agreedCW look at terms of referenceNumber on circulation list SW to confirmIncrease membership – promotion of free training and networking; free sharing; this is your team; problems solutions SW to investigate2 Heca officers in Berkshire – 5 x LA’s |
|  | AOB |
| **Future meetings:** |

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|  | **Date** | **Location** |
| **Forum**  |  |  |
| **Exec** |  |  |

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