**ALEO Executive Meeting Minutes**

10th October 2019 @ 10:30 am

The Crowndale Centre, 218 Eversholt Street NW1 1BD

**Present**

John Kolm-Murray (JKM) - ALEO National Chair

Joanne Gittings (JG) – ALEO National Secretariat

Rachel Jones (RJ) - Chair, West Midlands ALEO

Amanda Martin (AM) – Chair ALEO South East

Martin O'Brien (MB) - Chair, ALEO London

David Walton (DW) - Chair, ALEO East

**Apologies**

Cliff Duff - Chair, ALEO North East

Paul Elliot – Chair, ALEO South West

Jane Mears - Vice Chair, ALEO Yorkshire & Humber

Neil Short – ALEO South West

Justin Bailey (JB) Vice-Chair ALEO South East

Paul Hinsley - Vice Chair, ALEO East

**Welcome and Introductions**

JKM welcomed the group and introductions were made. Apologies for absence

**Minutes from previous meeting and matters arising (04/07/19):**

1. **RJ to arrange for Gary to attend the next meeting in January/February 2020.**
2. **Sponsorship options for discussion later at this meeting.**
3. **RJ/JG looked through past CAN and ALEO files for reference to climate change action plans etc but unfortunately all files were too out of date for use.**
4. **RJ/JG to circulated the number of LA’s that have declared a climate emergency as 168 councils** [**https://www.climateemergency.uk/blog/list-of-councils/**](https://www.climateemergency.uk/blog/list-of-councils/)
5. **JKM to work with secretariat on a letter to local authorities detailing the support network that is available through ALEO.**
6. **JG circulated the link to NICE Guidance to the network.**
7. **JG to liaise with BEIS on the current status of pilots for the PRS MEES. Pilots are running in Oxford, Peterborough, Liverpool and Bath/Bristol regions but there is no date set for circulation of feedback, it is expected at the end of the year / beginning of 2020.**
8. **RJ will discuss later in the agenda the change of ALEO into a Charity**
9. **RJ/JG to work gaining sponsorship, package for discussion later in agenda.**
10. **RJ/JG to approach key utilities, focus on new larger entrants such as Octopus, Shell, BP etc as well as the traditional utilities for sponsorship.**
11. **Regions constitutions were received by the secretariat and forwarded to JK-M.**
12. **Regions to consider options for combining their regions if there is a current need in a region or lack of support in another. Graeme Stephenson (Sunderland City Council) has started as the new Vice Chair for the North East. RJ to speak with Rob Leeson in relation to the East Midlands Recruitment for Vice Chairs in the region is needed to connect us all together. Roles are combined and difficult to pin point the relevant officers within the councils.**
13. **Position of National Vice Chair** - Paul Elliott has volunteered and this was approved by the Chair and seconded by Amanda Martin. Congratulations Paul!
14. **AM and JKM to become directors of ALEO whilst we undertake changes to make ALEO a charity.**
15. **JG reported that alternative venue options were double to current hire rates. JK-M requested that a physical meeting rather than solely remote conferencing be in place for the ALEO National Executive meetings. JG to speak with Laura at BEIS about room hire.**

The 4th July 2019 Executive meeting minutes were approved as a true record.

**Sponsor’s update**

Sponsorship opportunities and the option to offer sponsorship elements such as conference, newsletters, website etc. were presented by RJ and the figures discussed. JG to circulate to the executive with a request for specific contacts to approach.

**Chair’s Update**

**Fuel Poverty Strategy** – The Government is proposing a number of changes to the current fuel poverty strategy. The key element is the change to the definition which will go from one of LIHC to Low income / low energy efficiency. The government’s response to the consultation is due in the new year.

**Ofgem Consultation** – Marking a genuine shift in thinking on self-disconnection but reliant on smart meters. Ofgem is due to release a consultation on the administration of the updated ECO3

**BEIS** – JK-M was hoping to have feedback on PRS MEES, awaiting policy paper later this month. No detailed pathway between 2020 and 2030 at the moment

**Climate Emergencies** – 168+ have signed up and more than half of the local authorities in England, which is seen as a positive move and that they are waking up to climate change. JK-M stressed that we must be mindful that fuel poverty is embedded in climate change policies.

**NEA Conference** – JK-M attended the conference. Due to the Fuel Poverty Consultation awaiting a response there was little to report from a policy prospective. There was a number of interesting presentations on delivery of fuel poverty schemes and a particularly inspiring speaker talking about their own personal experience of living in poverty. The next conference is scheduled to take place in Harrogate, which will be difficult for local authorities to prioritise attending due to travelling.

**Secretariat update**

**Charitable Status** – RJ reported on her discussions with Wright Hassall and advised that a Charitable Incorporate Organisation (CIO) was advised as the best route forward. At least three executive members will be required to become trustees of the CIO. RJ asked for members of North ALEO to volunteer in order to have full regional coverage. Details have been circulated about requirements of trustees, together with Liability insurance and legal protection. **RJ to complete questionnaire and send to JK-M. RJ to send to DW a copy of the type of insurance policy we would have.** Once ALEO become a CIO a policy will be required on lobbying so that the regions and trustees have guidance on what ALEO members may lobby. **RJ to seek advice from Wright Hassall.** JK-M requested to use the face recognition software for his ID to be verified. **RJ to send the accounts to the solicitors so that it can be included with the CIO documentation.**

**Sponsorship** –Until sponsorship has been sourced the executive have agreed for the newsletter to be electronic and for website to stay with existing provider and format for the time being.

**Regional Constitutions –** MB highlighted that ALEO London charge £200 per member and run at a very small profit. JK-M said this might be a possibility for the future.

**JG to chase ALEO NE for their constitution. RJ to write and circulate for ALEO WM.**

**Accounts** – as there have been no comments on the accounts, these are now officially signed off.

**Will Routh – Climate emergency**

Will kindly dialled into the meeting but the sound quality due to the wi-fi was very poor and the discussions were patchy. Introductions were made around the table with a comment on local authorities within those regions who had declared a climate emergency.

Will talked about how councils might now follow to delivery since their declaration. MO asked about lobbying central government with a coordinated effort from the regions. AM said that this would be raised at tomorrows ALEO SE meeting. RJ raised the possibility of providing support to local authorities as they might not necessarily be experienced in those areas and assistance might be required. **Will shall email the slides from the 13th September meeting held in London for distribution together with the feedback from the workshops. JG to then circulate. Will shall also provide templates via email which may assist.**

Will has a meeting with Ecotrcity and Friends of the Earth in the next week to look at a coordinated response to central government. **MO to share to AM the response to the “client earth letter”**

**Laura Le-Thein, BEIS, Energy Efficiency**

Unfortunately, Laura was unable to attend the meeting due to transport issues within London.

**AOB**

Suggested dates for future ALEO Executive meetings are as follows:

16th January 2020

2nd April 2020

9th July 2020

8th October 2020

PLEASE NOTE THE MEETING IS CURRENTLY AT THE VENUE BELOW

Crowndale Centre

218 Eversholt Street

Kings Cross

London

NW1 1BD