

## **WM HECA Forum Steering Group**

### **Minutes – 3<sup>rd</sup> December 2003**

Present: Chris Winter, Telford & Wrekin  
Ellie Cooper, LASP  
Graham Jones, South Shropshire (Chair)  
John Burns, Birmingham  
Karen Gilliatt, Stafford  
Keith Bennett, Hestia (Secretary)  
Phil Brundrett, Stoke on Trent  
Stuart Davies, Herefordshire  
Tracey Dexter, Warwickshire EEAC

#### **1) Apologies**

Apologies were received from Angie Madden, Denise Bradley-Lloyd, Les Craggs and Neil Morton.

#### **2) Minutes of last meeting**

Accepted as accurate.

#### **3) Financial position and budget**

Largely unchanged.

Thank you to Birmingham City Council and British Gas for their sponsorship for the eighth conference.

The Forum has this year received £3000 from EST and has to produce quarterly reports, the first of which has been sent. This £3000 is given through two separate payments to cover steering group meetings and conference arrangements.

A yearly statement will be produced over the coming months.

#### **4) Steering Group membership**

The Chair welcomed John Burns to the Steering Group. Les Craggs from Oswestry has also agreed to participate but had a prior engagement.

The issue of venue was broached, as the meeting room at GOWM is small. KB offered the use of Aquinas House for SG meetings but it was felt that the link with the GOWM would then be lost.

It was also suggested that the GOWM should be involved in the SG meetings. It was agreed that the invitation should be extended to the relevant person when a specific item included on the agenda. This will encourage GOWM involvement without the need to attend every meeting.

Action: draft agenda involving GO to be emailed to GOWM

**EC**

This format was also suggested for involving EAGA and Energy Suppliers. The group agreed to maintain the membership as exclusively HECA Officers but extend the invitation to others when specific issues were raised.

## 5) Planning issues

The next WM HECA conference is set for Wednesday, 24<sup>th</sup> March 2004.

Delegates up to 120 (including exhibitors)

- Catering for similar numbers (drinks and finger buffet)

Space for up to 20 exhibitors

Break out rooms – at least 1 depending on size and layout of main room

Action: CW to research possible venues in Telford with preference for International Centre.

**CW**

*Conference theme:*

- Will be an opportunity to address issues of Warm Front and EEC.
- Affordable warmth and fuel poverty are pertinent issues because of the NAOs report on Warm Front and the current development of the Regional Energy Strategy.
- Has not, as yet, been a conference strongly branded Affordable Warmth.
- Need to ensure we are addressing the practical element of this topic in local authorities and RSLs carrying out measures which will bring people out of fuel poverty.
- Don't want the conference to try and quantify fuel poverty, but cover the practicalities of dealing with it.

*Speakers?*

EAGA BG and EAGA to do a short presentation then hold a workshop together?

RSLs e.g. Warwickshire and CM EEAC Housing Forum

Decent Homes is not delivering affordable warmth

NB: group is reluctant to invite RSLs as they have different concerns which would require a change of agenda.

PCTs keynote speaker?

### Suggested programme

- WM HECA Chair - Graham Jones to set the scene
  - GOWM – Paul Wynne?
  - Key note speaker
    - Dr Noel Coulson (PCT, Government Advisor) involved in the Ash Campaign
    - Peter Molyneux (Health Development Agency, London)
    - Director of Public Health from Telford? Appropriate as they are possibly sponsoring the event
    - Wyre forest PCT (Tracey Dexter has details)
  - Academic speaker on affordable warmth
    - Understanding what it means and the reality of it from an academic perspective.
    - Constant roll over of those in fuel poverty depending on circumstances.
    - Quantification of the numbers in fuel poverty
- e.g. Staffordshire University – work with HTW (KG has the contact name) / University of Birmingham
- Research into the extent affordable warmth strategies delivers affordable warmth – LGA, NEA news release?
  - How HECA Officers can engage with RSLs as speaker topic? E.g. through LSPs

- Financial sector? The CAB and Credit Union have direct contact with those in financial difficulty (NB: Rick Groves, research on problems in delivering the RRO)  
Action: EC to contact UK HECA secretariat and ask if any other Forums have taken this approach before **EC**

NB: Sure Start (Jane Clark) and the Credit Union work with Telford Council on affordable warmth issues.

*Sponsorship?*

NES are a potential sponsor.

*Workshops:*

Workshops to be longer

- 2 workshops running simultaneously with all delegates attending both.

Practical applications

- Case studies e.g. Dave Pickles, Beacon Councils – workshop themes
- Sellers pack, fuel poverty / affordable warmth index, NHER evaluator, MVM, CSE How do these methods link to affordable warmth at this stage? Engage all 3 BRE approved software – unless NES are sponsoring?
- Transco involvement? Simon Cave

*Exhibitors?*

Sempatap

Testa Teres (Nina Green - SD has contact details)

Asthma exhibitors at NEA conference – Test to see if you have any allergies

## 6) **UK HECA Forum update**

11<sup>th</sup> December is the next UK HECA meeting in London.

January 2004 EST are holding meeting to look at developing the role of HECA

Officers and their qualifications

Date tbc Standardising HECA reporting.

Action: GJ to keep KB informed of the date the HECA reporting meeting is scheduled for. **GJ**

Agenda:

### I. Strategy for Delivery & Action Plan

Comments from WM HECA Steering Group:

- Complexity is inappropriate for what the SforD hopes to achieve.
- What is the intended audience as it is not an easy read?
- Performance Indicators not measurable bar by the date.
- Need 4 key strands
- Proposal for new Board will possibly slow proceedings down as each country deals with things differently. The SG is not happy with this proposal.
- Summary is needed with what the SforD is going to achieve in the time set. 'Smart targets'?

- Primary and secondary targets rather ambiguous – targets need to be realistic and achievable.
- II. UK Conference, Cardiff – the SG is pleased with the ways things are progressing
- III. Awards procedure – SG would prefer the regional awards to be retained
- IV. Update on additional funding from EST – extending the consultancy proposal on Fuel Rich to rural and urban areas
- V. Warm Front consultation feedback
- VI. Programme with EST funding
- VII. Next meeting 9<sup>th</sup> March 2004.

7) **Any other business**

WM HECA Officer contact list has been requested by UK HECA secretariat. This is to enable them to send out a review on HECA reporting and follow it up with a telephone call when responses have been collated.

EC also mentioned that the LASP would like to update its contacts database for the next conference mailing. The HECA Officer contacts will be updated based on the list for the UK secretariat.

Action: EC will send out a list of contacts by council area in the New Year so that SG members can update as appropriate. Would also like to include Planning and LA21 Officers if not already included. **EC**

Contact MEEC members to inform of cancellation of next meeting on the 16<sup>th</sup> December 2003. COMPLETED **KB/EC**

8) **Dates of next meetings**

4<sup>th</sup> February 2004 – GOWM, Chamberlain House  
 19<sup>th</sup> May 2004 - tbc  
 15<sup>th</sup> September 2004 – tbc

Action: EC to ask Nicole Furzeland if there are any larger rooms available. **EC**