



**CREATING ENERGY WE CAN ALL FEEL GOOD ABOUT**

lowcarbonhub.org

## The Low Carbon Hub IPS Limited AGM, 2 October 2023

**Appointing your proxy for The Low Carbon Hub IPS Limited AGM taking place online on Monday, 2 October 2023, from 6:30pm to 8:00pm.**

If you are unable to attend the AGM yourself, you can appoint someone else – your proxy – to vote on the resolutions, in line with your wishes.

Please complete this form to nominate your proxy. The deadline for you to complete this form and appoint a proxy is **midday, Monday 2 October 2023**.

### Your details:

Name	
Email address	

To nominate your proxy, you can appoint:

1. Either the person chairing the AGM
2. Or someone of your choosing – please note: they must be able to attend the AGM to vote on your behalf.

If you appoint someone of your choosing, it is down to you to let them know how you would like them to vote at the AGM. You can see the agenda with resolutions to vote on at <https://www.lowcarbonhub.org/2023-agm/>.

If you appoint the chairperson of the AGM, you can let them know how you would like them to vote at the AGM using this form.

I would like to appoint the Chair as my proxy to vote at the 2023 The Low Carbon Hub IPS Limited AGM, in line with my instructions below.

I would like to appoint the following person of my choosing as my proxy to vote at the 2023 The Low Carbon Hub IPS Limited AGM:

<b>Name</b> of your proxy	
<b>Their Email address</b>	

This is required so we can give them with the access details of the AGM.



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Please indicate that the person you have nominated has given their permission to:

Act on your behalf at the AGM

Have their email address shared with Low Carbon Hub for the purposes of sending out AGM Zoom link.

## Chair as proxy

Please only complete the following section if you have chosen to nominate the Chair as your proxy.

Following is a list of resolutions that can be voted on. Please indicate for each, if you wish your proxy to vote 'for', 'against', or 'abstain'.

There are sufficient places available on the Board for all those putting themselves forward to join. The biographies of people standing for election are available on our website at [www.lowcarbonhub.org/2023-agm/](http://www.lowcarbonhub.org/2023-agm/)

Please indicate how you wish the chair to cast your vote	FOR	AGAINST	ABSTAIN
To approve the minutes of the last AGM			
To approve the accounts and auditor's report for 2022/23			
To approve the re-appointment of Critchleys as auditors for the coming year			
<p>A new Board has been assembled to reflect the scale, ambition and responsibilities of the expanded Low Carbon Hub IPS. The Chair believes that to maintain a professional board, the Non-Executive Directors should be paid. This is set out in more detail in the Chair's letter.</p> <p>Rule 17.11 states that the society can pay its directors, but only if the members approve the basis for the payments. Members are therefore asked to approve the principle of Non-Executive Directors receiving payment in compensation and recognition of the time and commitment required to be active members of the Board. Remuneration is being proposed on the following basis:</p> <ul style="list-style-type: none"> <li>The initial rate should be £5,000 per annum as a material amount that would ensure Board member attendance and focus.</li> <li>That the Chair should receive between 1.5 and 2.5 times the rate for other Non-Executive Directors, at discretion of the Board. This is to allow some responsiveness to candidate quality and the needs of the organisation at any particular time.</li> <li>That this rate will be reviewed annually, and may be increased in line with any salary increase agreed for Low Carbon Hub staff.</li> </ul>			



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To re-elect Steve Drummond as Non-Executive Director			
To elect Mairi Brookes as a Director			
To elect Maxine Frerk as a Non-Executive Director			
To elect Saskya Huggins as a Director			
To elect Tim Jones as a Director			
To elect Robert Kesterton as a Non-Executive Director			
To elect Al Kitchen as Non-Executive Director			
To elect Chukwuemeka Godwin Nwangele as a Non-Executive Director			
To elect Lenah Oduor as a Non-Executive Director			
To elect Mish Tullar as Non-Executive Director			
To elect Chris Woolhouse as Non-Executive Director			

Where you have voted 'against' or 'abstain', you may wish to take the opportunity here to explain or comment:

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Thank you for completing the proxy nomination form. If you are able to attend the AGM in person after all, then this proxy appointment will no longer be valid and you can vote yourself on the day.

The results will be announced by email to members and posted on the website, together with the presentations given and the draft AGM minutes.

Please complete this form and either return it to the Company Secretary by email to [members@lowcarbonhub.org](mailto:members@lowcarbonhub.org) or by post to Company Secretary, Low Carbon Hub, Holywell House, Osney Mead, Oxford OX2 0ES by **midday, Monday 2 October 2023**.