

LOW CARBON HUB AGM PROGRAMME



2 October 2023

The Low Carbon Hub IPS Limited AGM
To be held online* on Monday, 2 October 2023
18.30 – 20.00

*Please note the AGM will be recorded for the purposes of minute taking.

AGM PROGRAMME

Monday, 2 October 2023

Time	Topic	Speaker
18:30	Opening Remarks, Introductions, Apologies and Thank You	Steve Drummond
18:40	Renewables Portfolio - Generation Review	Tim Jones
18:48	Smart Energy Systems - Understanding the challenge	Mairi Brookes
18:55	Communities in Action	Al Kitchen
19:01	Treasurer's Report and Q&A	Luke Marion
19:15	Looking Forward: What does the Hub need to do to help catalyse a sustainable future? How do we make the Hub match-fit for delivering the vision?	Barbara Hammond & Steve Drummond
19:35	Q&A	Steve Drummond
19:45	Formal AGM Resolutions	Steve Drummond
19:55	Closing Remarks	Barbara Hammond
20:00	Meeting close	

The Low Carbon Hub IPS is registered in England as a registered society under the Co-operative and Community Benefit Societies Act 2014. Registration number: 31903R. Holywell House, Osney Mead, Oxford OX2 0ES
Email: info@lowcarbonhub.org Telephone: 01865 246099

AGENDA

Monday, 2 October 2023

1. Minutes of last meeting

Members will be asked to approve the minutes of the last AGM

2. Directors' report

Members will be asked to receive the directors' report for 2022/23

3. Accounts and auditor's report

Members will be asked to approve the accounts and auditor's report for 2022/23

4. Appointment of Auditors

Members will be asked to approve the re-appointment of Critchley's as auditors for the coming year

5. Board Remuneration

Members will be asked to approve the basis of remuneration of the Board.

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.

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:

- The initial rate should be £5,000 per annum as a material amount that would ensure Board member attendance and focus.
- 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.
- That this rate will be reviewed annually, and may be increased in line with any salary increase agreed for Low Carbon Hub staff.

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6. Election of Directors

Members will be asked to agree to the election of the following directors:

Name*	Position	Action
Steve Drummond	Non-executive Director, Chair	Re-elect
Mairi Brookes	Smart Energy Systems Director	Elect
Maxine Frerk	Non-executive Director	Elect
Saskya Huggins	Social Impact Director	Elect
Tim Jones	Renewables Portfolio Director	Elect
Robert Kesterton	Non-executive Director	Elect
Al Kitchen	Non-executive Director	Elect
Chukwuemeka Godwin Nwangele	Non-executive Director	Elect
Lenah Oduor	Non-executive Director	Elect
Mish Tullar	Non-executive Director	Elect
Chris Woolhouse	Non-executive Director	Elect

*Please refer to the accompanying documentation for a list of all the directors and their biographies