

Minutes of the 177<sup>th</sup> meeting of the Directors of the Company duly convened and held by video conference on 29<sup>th</sup> March 2022.

**Present:**

Dame Teresa Graham (TG) – Chair  
John Edmonds (JE)  
Michael Stark (MS)  
Annie Shepperd (AS) – Chief Executive  
Helen Powell (HP)

**Attending:**

Carol Brown (CB)  
Nick Painter (NP)  
Ian Rodger (IR)  
Andy Staniford (AS) – BEIS Observer

**QUORUM**

A quorum being present, TG declared the meeting open.

**1. APOLOGIES**

Katherine Wright (KW) BEIS observer was represented by Andy Staniford (AS) at BEIS.

**2. MINUTES AND UPDATE ON ACTION ITEMS**

The Board agreed the minutes of 2<sup>nd</sup> March 2022 meeting as a correct record.

The Board noted that both Action Items from the last meeting were addressed in the papers, and that Action Item 1 was closed but Action Item 2 was to be carried forward.

**3. CHIEF EXECUTIVE'S REPORT**

The Board noted the report which provided an update on Salix's Administration Cost Budget for 2022/23, various staffing matters and the proposed office move as well as other matters regarding the delivery of current schemes.

The Board noted that Salix had submitted its Administration Cost Budget for 2022/23 to BEIS and, subsequent to the papers being issued, Salix had received a request for further information from BEIS which was currently being actioned.

The Board noted the status as regards the discussions on the proposed relocation of Salix's London office stressing the need for clarity and resolution of this issue as the deadline for Salix to provide notice on its current premises was approaching.

The Board were updated on Government's intention to change the messaging from 'net zero' to 'energy security' and discussed how this shift in reframing the messaging affects current and future schemes.

#### **4. RISK REGISTERS**

The Board reviewed both the corporate risk register and delivery risk registers, noting their content.

#### **5. SCHEME PERFORMANCE**

The Board noted the content of the reports on:

- Phase 1 and 2 PSDS and Phase 2 LCSF
- Loan Schemes
- Phase 3 PSDS

The Board noted that Salix was ensuring that the learnings from Phases 1 and 2 PSDS in relation to the challenges being faced by the market in delivering projects within the scheme guidelines were being communicated to BEIS, as this information should assist in developing the guidelines for future phases.

#### **6. OPERATIONAL PERFORMANCE**

The Board noted the papers regarding Operational Performance, Administration Costs Summary, and the Cash Management Report.

#### **7. AOB**

There was no other business.

#### **DATE OF THE NEXT BOARD MEETING**

Thursday 28<sup>th</sup> April 2022

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

#### **Summary of Actions:**

<b>ACTION 1:</b> The Board is to make a formal request to the Minister regarding the office move location
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