

Agenda

Meeting CIPFA Midlands Regional Council Meeting

Date 5 March 2015

Time 10am – 12pm

Venue Birmingham Library (see attached for venue details)

1.	Apologies for absence		PS
2.	Review of actions from last meeting		SP
3.	Student Society Update	To Follow	AS
4.	CSN Update	To Follow	JB
5.	AGM run through - <u>Council nominations</u> - President - Vice President - Immediate Past President - Honorary Secretary - Honorary Deputy Secretary - Honorary Treasurer - Honorary Deputy Treasurer - Events Coordinator - <u>Representatives</u> - Regional - December Club - NSF - Academic - Auditor		SP
6.	Succession Planning and the 2015 Development Plan		AJ
7.	Events update	To Follow	KW
8.	2014 Strategic Plan Update		SP

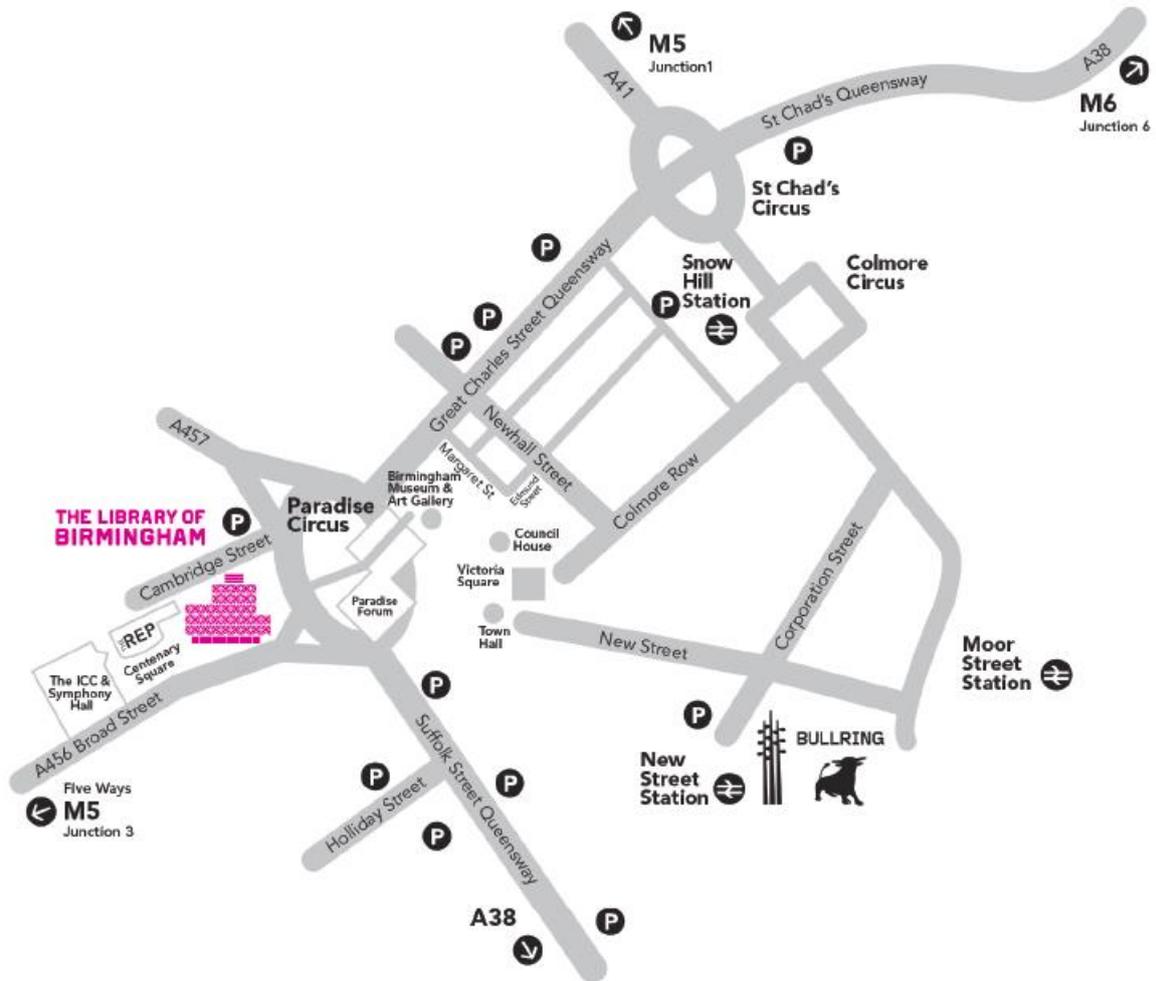
9.	Board for the Region metrics and update		AJ
10.	Financial report	To Follow	AM
11.	Annual Seminar and events planning		SP
12.	AOB (Open discussion) Annual Conference attendance		SP

Dates of next meeting:

[TBC following AGM by Alison Jarrett's office]

Library of Birmingham

Centenary Square
Broad Street
Birmingham
B1 2ND



Agenda

Meeting CIM Council Meeting

Date 4th July 2015

Time 10.00 – 12.30

Venue Worcestershire County Council – Wildwood Offices

1.	Apologies for absence		PS
2.	Review of actions from last meeting	To be tabled	AJ
3.	Student Society Update		JB
4.	Events update	To follow	NH
5.	Sixth Form Management Games Update and learning for 2016 programme	Verbal	KW
6.	Annual Seminar – Agenda, fees and speakers	Verbal	NH
7.	2015 Strategic Plan Work allocation	 Draft development plan 2015.xlsm	
8.	Mentoring Scheme	 CIPFA SE MENTORING SCHEME	AJ
9.	Political Intelligence	 Political Intelligence.docx	DN
10.	Transforming Public Services		DN
11.	Financial reports	 Treasurer's Report July 2015.xlsx  Treasurer's report July 2015.docx	AM
12.	Council support –shared resource		AJ
13.	AOB (Open discussion) CIPFA Annual Conference Conference for the Regions attendance		

Date of next meeting:

Wednesday 23 September – 10:00 – 12.30 – Birmingham – venue to be confirmed

Friday 18 December – venue to be confirmed

CIPFA in the Midlands Regional Council

Notes of meeting held: September 23rd, 2015

Present: Alison Jarrett, Andy Morley, Drew Cullen, Jon Crockett, Gus Miah, Owen Campbell, Emma Cannell, Deirdre Noonan,

Conference call: Lisa Commane, Nick Harvey, Colin Sharpe.

Agenda Ref	Notes	Action Owner	Rating
1 Apologies	Paul Hector, Brian Berry, Sean Pearce, Kelly Watson, John Bloomer, Andy Cardoza		
2 Review of actions			
2.1	2016 AGM. The date has been set: March 3, 2016 at the new BDO offices in Birmingham. John Matheson's attendance is confirmed. The topic and speakers for the development event now need to be arranged. We think the room holds about 140 people, which will be more than sufficient.	Events team	
2.2	6 th form management games. The 2015 games have been successful. The future input and offering (eg re gifts, prizes etc) is being considered by CIPFA @ Mansell St.	Drew Cullen to report back	
2.3	Mentoring Scheme. AJ having difficulty obtaining a contact list for members in the Midlands region	Dee Noonan to advise	
2.4	Recruitment of some paid, shared resource to provide some general admin support. This role is carried out with success by John Barker in the South-East region. The South-West also have some paid support for a few hours a month (per DC). It would be useful to know more details – JD; hours worked; tasks undertaken etc	Andy Morley to pursue	
3. Students Society update.	Emma Cannell reported that there are 3 members at present. 39 delegates are signed up for the "e-assessment" event, to be hosted at Grant Thornton (B'ham) on October 19. Gus Miah offered to host a student event at Deloitte, and		

	<p>recommended investment in good quality venues and speakers. He suggested concentrating on perhaps a couple of high quality events, rather than numerous lower-key ones. In this context the indicative budget figure of £600 may not be sufficient. Council agreed to consider increasing this once ideas were developed.</p> <p>Other suggestions included</p> <ol style="list-style-type: none"> 1) developing an Awards Night – with different awards sponsored by the major firms. The awards would need to be easily measurable (JC) and could be presented at the CIM AGM 2) The forthcoming Conference for the regions would provide a networking opportunity to find out what kind of things other regional Students Societies are doing. 3) Resurrecting the idea of a student dinner 	Emma Cannell to report back to the Students society	
4. Events update.	<p>Nick Harvey had circulated a paper setting out the details of the planned events. Dates for the 2016 6th form management games have been confirmed as: June 22, 29; July 6, 13. As usual, volunteers are needed to lead the games – which we confirmed would now be badged as “CIPFA management games”, removing the reference to the “6th form”.</p> <p>The next question time session is to be hosted by Matthew Elmer at PWC – but speakers are still needed.</p> <p>Helen Coombes at KPMG is organising an anti-Fraud event on November 27th. 3 speakers are confirmed.</p> <p>Zurich will run an event on “Social Value” in Spring 2016</p> <p>There will be no CATS events run in 2015, but something may be organised early in 2016. (CS)</p>	CATS team	
5. Annual Seminar	<p>Only 7 delegates are booked on at present. A major push is needed if the event is to proceed. CS was concerned that the published agenda is still full of sessions marked “TBC” which might be putting people off.</p>	Events team (All Council members to	

	UPDATE 5/10/15: Numbers still only 16 (+ 5 free places) so the event is in serious jeopardy.	promote the event as widely as possible.	
6. 6 th form mgt games	See 2.2 above		
6a Membership & succession planning	<p>A summary of current CIM Council membership had been circulated. We noted that the role of Secretary is a 2 year appointment, so Peter Shakespear's term expires in March 2017. The role of Past Secretary is also a 2 year ex officio role, by invitation.</p> <p>It was agreed that we should confirm the nominations required by the constitution in good time for the AGM (ie now!)</p> <p>We discussed co-options, and considered how to try and get employers enthused and involved. The notion of resurrecting some form of CPD certificates for our events was also suggested</p>	<p>Andy Morley</p> <p>Events team</p>	
7. 2015 strategic plan work allocation	<p>1) Survey CIPFA will do a biennial survey which we can draw on.</p> <p>2) Comms strategy. LC volunteered to put something together. We need clarity on our key messages</p> <p>3) Joint events / round tables. This item is captured by Mansell St. Approx 12 such events have been held nationally, with broadly 50/50 attendance. DC highlighted "CIPFA voices". These are described on the website as "CIPFA's blogs and opinion pieces (which) appear in a variety of news outlets".</p> <p>4) Update to networks list. AJ to circulate</p> <p>5) Attendance by CIM Council members at Student events. EC to confirm event dates.</p> <p>6) Develop strategy to support AAT. This is being co-ordinated centrally</p> <p>7) Future leaders' programme. As attendance was consistently poor for these events, we decided to abandon this idea.</p> <p>8) Volunteering. There is no specific volunteer form on the website now, just a general invitation to volunteer for specific events or the 6th form management games. AJ and CS will</p>	<p>Drew Cullen to report back</p> <p>Lisa Commane</p> <p>Alison Jarrett</p> <p>Emma Cannell</p> <p>Dee Noonan</p> <p>Alison Jarrett / Colin Sharpe</p>	

	consider how to strengthen the website re. volunteering.		
8 Hedley Marshall award	Nothing to add		
9 Finance report	Two papers were circulated in advance of the meeting. The decision to postpone CATS, and not hold any events during 2015 will have no impact on the budget, as the CATS line was a breakeven budget. The Seminar is budgeted to achieve a £2k surplus, so a decision to cancel this would have a negative effect on the outturn. Some invoices had not yet been received for a couple of the 6 th form games, but an estimate for these is included in the probable outturn. There is now likely to be a modest overspend against the budget for the Conference for the Regions.		
10 Feedback	<ol style="list-style-type: none"> 1) Conference. NH (or Paul Hector) to tell AM the contact details for sending our sponsorship invoice to Zurich 2) Conf. For the Regions: Feedback to come to the December meeting 	Nick Harvey / Paul Hector	
11 AOB	<ol style="list-style-type: none"> 1) NH thanked AM sorting out the bookings and hotel reservations for the CIPFA Conference. 2) John Bloomer is leaving the region in before the end of October. The Council noted his commitment and contribution to the Students Society and wished him well for the future. 		
Date of next meetings:	December 18 – Council Meeting: KPMG Nottingham (Note: Owen Campbell has confirmed date and venue. Times still be confirmed) March 3 2016: Council meeting followed by AGM. Venue BDO (Birmingham)		

CIPFA in the Midlands Regional Council

Notes of meeting held: December 18th, 2015

Present: Alison Jarrett, Andy Morley, Owen Campbell, Nick Harvey, Victoria Hundley, Jon Roberts, Kelly Watson, Tony Crawley (KPMG)

Conference call: Lisa Commane, Colin Sharpe.

We welcomed Tony Crawley to the meeting. He began the meeting by setting out his view of key developments in the Public Sector – especially the issues arising from the current split of responsibilities between Local Government and the NHS regarding Social Care.

Agenda Ref	Notes	Action Owner
1 Apologies	Andy Burns, Emma Cannell, Jon Crockett, Alan Edwards, Andy Ford, Sean Pearce, Joe Reeves, Brian Roberts, Andrew Stephens, Peter Shakespear	
2 Review of actions		
2.1	6 th form management games. Chris Gill and Kelly Watson visited Mansell St to discuss future games. All are agreed that the quality and nature of the “goodies” offer needs to be significantly improved.	Kelly Watson / Chris Gill/ Alan Edwards
2.2	Mentoring scheme. The provision of a contact list for members in the midlands region was an “action” for Dee Noonan, who has now left CIPFA. This now needs pursuing with Dee’s replacement at Mansell St.	Alison Jarrett / Alan Edwards
2.3	Paid support. No progress yet. A JD has been prepared for the SE region. AM to pursue this.	Andy Morley
2.4	CIPFA’s biennial survey of members. No information	Alan Edwards
2.5	Volunteering form for the CIM website. Still needed	Alison Jarrett
2.6	Zurich sponsorship. In Paul Hector’s absence, no-one had any contact details for Zurich or any detailed knowledge about the possible sponsorship.	Andy Morley to contact Paul Hector
3. Students Society update.	An e-assessment event held at Grant Thornton in October was very popular. Exam skills events are generally well received – and delegates seem to prefer venues in the Central Midlands. Emma Cannell has a new job at Keele University, but wishes to continue in her Student Society role. She has asked for guidance and suggestions re. speakers	Alison Jarrett to circulate Emma’s note on the event. All

4. Events update.	<p>There has been no progress regarding the proposed CATS events. Tony Crawley has offered KPMG as a possible venue, but has had no response.</p> <p>A number of other events are arranged or planned, as set out in Nick Harvey's agenda paper.</p> <p>More volunteers are needed to help with events planning and running.</p> <p>Victoria Hundelby would like to help to run an HFMA related event.</p> <p>Tony Crawley would be happy to help run a joint event.</p> <p>An inspirational speaker is still needed for the AGM.</p>	<p>Alison Jarrett to contact Rob Milford</p> <p>Victoria Hundelby / events team Tony Crawley/ events team Events team</p>
5. Annual Seminar	<p>The Annual Seminar had to be cancelled due to a lack of numbers, but was rearranged for January 15th. (This, too, was subsequently cancelled for the same reason).</p>	
6. 6 th form mgt games	<p>Planning for these events in 2016 is already in hand – 8 venues are planned, although some are still TBC. The games will continue to be badged as “6th form management games” for 2016. Chris Gill may not lead any of the games, although he is keen to continue with the administration. Kelly Watson is liaising with the SE region, as they develop their plans. The NE region had to cancel their planned games – but we were not sure why.</p> <p>Mansell St are considering a shorter form of the games to be used in the University sector – no further details as yet.</p>	<p>Chris Gill / Kelly Watson</p> <p>Alan Edwards</p>
6a Membership & succession planning	<p>The current membership of the Council was discussed. Alison will prepare a note for Colin Sharpe to put on the website, together with the nomination form. We need to be clear about membership and vacancies in the run up to the AGM.</p> <p>We noted no bye-law 5 nominations, and no recent contact re. the AAT.</p> <p>Stronger engagement with the NHS is needed – and someone from this sector to work on the events team would be an advantage. We could co-opt for this role, if a suitable individual could be identified.</p> <p>Owen Campbell will take over as Treasurer after the 2016 AGM</p>	<p>Alison Jarrett</p> <p>Andy Morley to update the membership summary</p> <p>Events Team / All</p> <p>Owen Campbell / Andy Morley</p>
7. 2015 strategic plan work allocation	<p>Alison will circulate an up to date version of the work programme in advance of the March meeting</p>	<p>Alison Jarrett</p>
8 Mansell Street –	<p>Drew Cullen has now taken on responsibility for the NE region, and responsibility for the Midlands is now with</p>	

Changes to personnel and other matters	<p>Alan Edwards. Tom Harrison is now our communications liaison contact. CIPFA now have some social media expertise for us to draw on in order to develop our own communication.</p> <p>The Board for the Regions has been disbanded, and the Conference for the Regions is to be discontinued in its present form – although something else is likely to be put in its place, (“Regional forums”) so we will leave an item in the 2016 budget</p> <p>Brian Roberts will be the new CIPFA president, and Andy Burns the new vice-president.</p>	
9 Finance report	<p>The reports were noted. The lack of any income from the Seminar, together with minor overspends on the Conference attendance and the 6th form management games – offset by some underspends elsewhere – means that the outturn will be a deficit of just over £1k. The 2016 budget was agreed, with an additional £0.5k allocated to the 6th form games, and a commensurate reduction in the Low Cost Events budget. In view of the difficulties in 2015, no net income is budgeted for either the annual seminar or the CATS events. The overall picture is a planned deficit of £1.9k</p>	Andy Morley / Owen Campbell
10 AGM	<ol style="list-style-type: none"> 1) Speaker(s) to be confirmed 2) Membership / vacancies to be confirmed 3) Certificates to be presented to the newly qualified members 	Kelly Watson / Nick Harvey (?) Andy Morley Alison Jarrett
11 Feedback	<p>The success of the apprentice scheme was discussed. There was general enthusiasm for CIPFA’s current direction</p>	
12 AOB	<p>Jon Roberts announced that this is his final CIM meeting as he is taking up a new role in the South West. Council thanked him for his active support for the Region over the last few years and wished him well for the future.</p>	
Date of next meetings:	<p>March 3 2016: Council meeting followed by AGM. Venue BDO (Birmingham) Other dates to follow</p>	Alison Jarrett