

# CIPFA in the Midlands Regional Council

**Notes of meeting held:** 19 June 2020 by teleconference

**Dial In:** Tony Crawley, Kelly Watson, Paul Hector, Martin Reohorn, Graeme Holmes, Nick Harvey, Sean Prosser, Manjeet Bansal, Andy Cardoza, Colin Sharpe, Emma Cranidge, Andy Morley, Lee Yale-Helms. Clare Baker.

<b>Agenda Ref</b>	<b>Notes</b>	<b>Action Owner</b>
<b>1.Apologies</b>	Mason Brandrick, John Bloomer, Alison Jarrett, Theresa Channell	
<b>2. Minutes of last meeting</b>	<p><b>6<sup>th</sup> Form Games</b></p> <p>The 6<sup>th</sup> form refresh has not started due to pressures on the people involved. Nick would like to help with the 6<sup>th</sup> form games as he has ideas.</p> <p>Sean Prosser is not able to do the student role due to commitments and we need someone to step up and take over the student role.</p> <p><b>CIM Survey</b></p> <p>The survey regarding 2 tier membership was discussed. If implemented it will be in Lee's presidency and will need a change in constitution. Lee is supportive of it.</p> <p><b>Events Group</b></p> <p>The group has been on hold due to the unprecedented pressures. The next activity of the group is likely to be the Annual Seminar. Issues will be whether people have time to attend a virtual seminar, how can we break it up into bitesize pieces virtually etc. Lee suggested short webinars.</p> <p><b>IT</b></p> <p>Colin has not been able to work on the issue of getting access to the Dashboard, but hopes to work on it over the summer.</p> <p>Nick offered to help with the dashboard.</p>	<p>Nick to speak to Kelly and Emma</p> <p>Tony to speak to Graham Holmes about taking on this role.</p> <p>Tony and Lee to discuss 2 tier membership</p> <p>Clare to arrange a meeting of the Events Sub-Group to discuss the Annual Seminar</p> <p>Tony to talk to Nick about the dashboard</p>
<b>3.Adoption of financial statements</b>	These are to be adopted ahead of the CIPFA main accounts on 7 July.	

	<p>Summary:</p> <ul style="list-style-type: none"> <li>• Income £9,000</li> <li>• Expenditure £15,000</li> <li>• Deficit £6,000</li> <li>• Reserves balance £36,500</li> </ul> <p>Lee asked about what the budget had been for 2019 – Manj clarified that it was for a deficit of £6,500 as investing in programmes and events.</p> <p>Kelly commented that she wanted to formally congratulate and thank Manj for doing such a good job and picking up the treasurer role with minimal handover. Council agreed.</p> <p>Andy asked about the cost of the seminar and sponsorship. Tony clarified that the Council had agreed that the seminar would be free to attend in view of the current difficulty for people to get agreement for expenses and the desire to get a decent audience, that it was sponsored by CCLA and Zurich in addition to the venue being provided at no cost by KPMG.</p> <p>Tony proposed the adoption of the accounts and Council agreed unanimously to support them.</p>	
<p><b>4. Update on mentoring</b></p>	<p>Kelly updated on the Mentoring Scheme.</p> <p>It is progressing well. There was a facilitated workshop in May and a report was produced to summarise the discussions.</p> <p>Kelly has had conversations with others who are willing to become involved.</p> <p>Kelly has also requested CIPFA guidance so awaiting response.</p> <p>The Sub-Group has been established with 9 members. A TOR has been agreed for the Sub-Group, and the principles of the scheme have been fleshed out – keeping it very general.</p> <p>The next step is to agree the Training and Guidance aspects of the Programme.</p> <p>Kelly spoke to a colleague at a local council, who has kindly provided very useful information including the principles.</p> <p>The following steps are to promote the scheme and encourage people to become part of it.</p> <p>Lee acknowledged all the hard work Kelly has put into getting the Programme to this stage.</p> <p>Tony echoed that and said a development for the future may be to approach other organisations, but we are very clear that we will take this steadily as it is a new venture.</p>	<p>Kelly to update at next meeting.</p>

<p><b>5. Regional Presidents' call update</b></p>	<p>Many regional Diversity and Inclusion roles (including ours) remains unfilled – there remains uncertainty about what it will involve.</p> <p>Health and Safety guidelines and forms have been provided for physical events, although the expectation is that there won't be any in the foreseeable future due to COVID.</p> <p>The additional pressure on regional volunteers' time in their work roles at this time was acknowledged.</p> <p>There was clarification that the requirement that an AGM must be held within 15 months of the previous one doesn't apply to regions, only CIPFA itself – the only requirement is that each regional council has approved its accounts prior to the CIPFA AGM as they feed into the full CIPFA accounts.</p> <p>Our quoracy of 30 for our AGM is much higher than other regions, and so we should at least review ours.</p> <p>IT Service desk should be the 1 stop shop. Need clarification from them about how to transfer the e-mail list.</p> <p>The National Conference has been moved to October at the QEII centre in London but could be moved again. There is budget if people want to go, although how attractive and/or useful it would be is not clear given networking is not practical under the current circumstances.</p> <p>The Autumn Forum was due to be held the North East, maybe Newcastle. It was agreed not to hold it this year but move it to 2021. The plan is to hold a webinar/seminar instead.</p> <p>Our Development money is not being reclaimed but will be taken into account when applying for next year's Development money.</p> <p>The issue of Regional reps on the Council was discussed. It was suggested one person should be on there to represent the region. Kelly was suggested. Currently people from the region doesn't have to be on regional council.</p>	<p>Quoracy of 30 to be reviewed.</p> <p>Keep dates in diary as it may evolve.</p>
<p><b>6. AOB</b></p>	<p>Andy mentioned that there was 1 vacancy on council. Suggestions welcome for who may fill that vacancy.</p> <p>A cuppa and catch-up session like we did in April was suggested for July.</p>	<p>People to suggest.</p> <p>Tony and Clare to arrange.</p>
<p><b>7. Thanks</b></p>	<p>Tony expressed his thanks for all contributions to today's meeting.</p>	