

## **NORTH WEST SOCIETY**

# **ANNUAL GENERAL MEETING 2020**

**1 May 2020**

**[www.cipfa.org/uk/regions/nw](http://www.cipfa.org/uk/regions/nw)**

The Chartered Institute of Public Finance Accountancy Registered with the Charity Commissioners of England and Wales Number 231060

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To all Members of the Society:

## **ANNUAL GENERAL MEETING AND PRESIDENTIAL ADDRESS**

You are invited to attend the Annual General Meeting of the Society and Presidential Address.

The meeting will take place by telephone conference on Friday 1 May 2020 from 13:00. The theme of the event is "Making A Difference".

### **AGM AGENDA**

1. Welcome – Stephanie Donaldson, CIPFA NW President
2. Minutes of the Annual General Meeting held at Chetham's Library, Manchester on Friday 29 March 2019
3. Annual Report 2019
4. Accounts for 2019
5. Officers and Members of the Society in 2019
6. Election of Officers and Members of the Society 2020
7. Presidential Address – Stephanie Donaldson, CIPFA NW President

## **AGENDA ITEM 2**

### **MINUTES OF THE ANNUAL GENERAL MEETING OF THE NORTH WEST SOCIETY OF CIPFA**

**Held at Chetham's Library, Manchester on Friday 29 March 2019**

#### **1. Attendance**

There were 34 members present. Apologies were received from CIPFA members unable to attend the event.

#### **2. Welcome**

The current Chair and President of the Society, Mike Thomas, welcomed attendees to the event.

#### **3. Minutes of the Annual General Meeting held at EY Manchester on Friday 23 March 2018**

The minutes were approved without amendment.

#### **4. Annual Report and Accounts for 2018**

The Annual Report was received. Mike paid tribute to the hard work of the Society Officers and volunteers in the groups and sections. Mike outlined some of the key successes in the region which included: the Regional Conference and Annual Dinner, the Student group being shortlisted for the PQ Student Awards in 2019, and great events run by the sub-groups.

The Annual Accounts were discussed and approved.

#### **6. Election of Officers and Members of the Society 2019**

The President informed the meeting that following the recent nominations and there being no other nominations the following officers were elected to serve on the Council for 2019-20:

President	Stephanie Donaldson, Government Internal Audit Agency
Vice President	Andrew Buck, Liverpool City Council
Junior Vice President	Carol McDonnell, St Helens Council
Honorary Secretary	Carol McDonnell, St Helens Council
Honorary Treasurer	Jennifer Bevan, Bury MBC
Honorary Auditor	Steve Kenyon, Bury MBC

Having been properly nominated in 2018 as Corporate Members for a two-year term, two members will continue on Council for the coming year:

Naomi Jackson  
Di Ormandy

Liga Babikir resigned as Treasurer and corporate member. David Taylor-Smith, Chris Pyke, Steve Freeman, Jeremy Valentine, Richard Lee and Michael Green resigned as a corporate member; and Lee Yale-Helms resigned as a co-opted member.

By way of the constitution up to 12 members can be elected as Corporate Members of the Society. Having been properly nominated it is recommended the following members serve on Council for two years from 2019:

Shaer Halewood  
Rebecca Davis  
Ian Coleman  
Jayne Owen  
Ian Kirby

Following the changes to individual roles it was recognised that bank signatories would need to be changed accordingly.

## **7. Presidential Address – Stephanie Donaldson**

The Chair and President of the Society addressed attendees.

Stephanie thanked Mike for handing over the presidency to her. She introduced herself to the room, giving an insight into her role with GIAA. Stephanie reflected back over the past two years, and the challenges the public sector has faced, the uncertainty that remains, and the need to be more responsive.

Stephanie went on to talk about her plans for her presidency, engaging better with employers, providing better support for members, developing a stronger professional network, and more targeted training for finance and audit professionals in the region. Members were encouraged to talk to Council about what support they need, what challenges are faced, and what topics they want to see at events. In addition, Stephanie talked about making students a focus for the region.

This concluded the formal business for the AGM.

## **8. Guest speakers**

**Sarah Howard**, CIPFA President

Sarah reflected on her presidency.

**Professor Tony Travers**, London School of Economics

Tony shared his reflections what the future might look like for government and UK spending.

## **9. Panel Discussion**

**Professor Tony Travers**, London School of Economics

**Shaer Halewood**, Director of Finance & Investment, Wirral Council

**Carol Culley**, Treasurer, Manchester City Council

**Mike Thomas**, Director of Risk & Audit, States of Jersey Government

Panellists discussed what the future looks like for the North West Region.

## **AGENDA ITEM 3**

### **ANNUAL REPORT 2019**

#### **President's and Chairman's Report – Stephanie Donaldson**

I can scarcely believe that I am already half through my term as Regional President, having taken over from Mike Thomas at the AGM which we hosted at the beautiful Chetham's Library in March 2019. It is such a privilege to have been chosen to fulfil this role and to have the opportunity to serve our members and professional colleagues in the North West (NW) Region.

In my first Presidential address I committed to engaging better with employers, providing better support for our members and students on the Region, recognising success, developing a stronger professional network across sectors and Institutes, and more targeted training. I'm pleased that we had started to make progress with all of these and cannot thank enough the volunteers who have helped to make this happen; the following pages give a summary of the main highlights of our year.

Yet it would be remiss of me not to acknowledge the situation we now find ourselves in – as I write this from my home "office" and prepare for an AGM that will be held virtually (another first for our Region!) instead of in Liverpool Town Hall, as we had planned. During the last year, the challenges facing the public sector had continued to increase, but I doubt anyone could have predicted what the last few weeks of the year would bring as the cataclysmic effect of the covid-19 pandemic unfolded and we were, each and every one of us, lurched into a global emergency of such magnitude as to literally bring life as we know it to a halt. As the UK left the EU on 31 January 2020, the first cases of coronavirus in the UK were already being confirmed. There was much speculation around what the future would look like once the EU exit transition period concludes, but in a matter of weeks as the biggest public health crisis of our generation spread across the world it swiftly became clear that we were facing the challenge of our lives. And every aspect of our lives has been affected.

This developed when there was already significant pressures in the health and social care sectors in particular, a subject on which, following through on our commitment to offer targeted development on topical issues, we held a well-received and attended joint CIPFA / HFMA event in Liverpool in September 2019 at which Duncan Selbie (CEO Public Health England) provided the keynote speech.

Our **Regional Conference and Dinner** in September 2019 in Liverpool was also a hugely successful event – despite a slight hiccup when Rob Whiteman, our keynote speaker, became stranded in New York due to a flight cancellation, but being resilient and innovative (the theme of our event!) Rob kindly recorded his presentation which we showed to our delegates using the wonders of modern technology!

Another of our speakers, Rob Wilmot (founder of Crowdcity) explored both the wonders of technology and the power of harnessing people's ideas in his presentation (also delivered by video) whilst David Wakefield (Bolton NHS trust) and Paul McNicholas (Everton Football Club) both inspired us with insights into transformation journeys (one completed and one in the making).

Later, Carolyn Williamson, CIPFA President reflected on her career journey to an audience which included our new CIPFA Members on the NW Region and their invited friends and family after which she presented them with their certificates. We all helped them celebrate afterwards with a drinks reception in the beautiful library lounge of the hotel. This was our first New Members Presentation Event, but it was such a success that we are intending to make this a regular part of our events programme.

The success of our events programme in the NW was recognised at the CIPFA Regional Forum which we were delighted to host on the region (also in Chester) in November 2019 and where we won the award for Events Programme of the Year. I'm immensely grateful to all our regional volunteers who give up their time to organise and facilitate our events, to our speakers and to Hays, our sponsors during the year, without whom we would be unable to run such an extensive and varied programme.



*CIPFA NW President, Stephanie Donaldson with Sarah Howard (CIPFA Past President) and Regional colleagues at the CIPFA Regional Forum*

### **Supporting CIPFA Nationally**

We have continued to maintain effective relationships with CIPFA nationally and with other regions. I am pleased to have been involved with the CIPFA Ethics Working Group, and Andrew Buck (NW Region Vice President) represented the NW Region at the Ethics Working Group Valedictory Event hosted by Margaret Pratt (former CIPFA President and Chair of the Group) in June 2019. I am also a member of the CIPFA Diversity and Inclusion Working Group, led by another former CIPFA President, Andy Burns and the region look forward to working with CIPFA on this. The Region also hosted a CIPFA PAQ 2020 Consultation in November 2019 and supported the Government Finance Function (GFF) Conference in Liverpool in February 2020 (see below), attended by nearly 2000 finance and audit professionals from across central Government.



*CIPFA NW Region Vice President (far right) with CIPFA Colleagues at GFF, Liverpool*

### **Supporting Members & Looking Ahead**

The sub-group reports below again demonstrate the scale of the support we have across the Region – this only continues to be possible with the unfaltering commitment of all our volunteers. I am enormously grateful for their input and the time and energy they put in to make the NW an award-winning CIPFA region!

In his Annual Report last year, NW Region Past President, Mike Thomas noted that the regional sub-groups continue to go from strength to strength particularly the Audit, Risk & Governance Group (whose annual weekend CPD event has been running for over 30 years), Retired Members, Northern and the Students Groups. His pledge that we would remain committed to re-vitalising the Southern Group and Senior Managers Groups has been taken on board: the Southern Section held a successful Women in Leadership event in July 2019 which was organised jointly with our CIPFA Cymru neighbours and enjoyed a keynote speech from Steve Rotheram, Liverpool City Region Combined Authority Mayor.

However, to maintain this level of success we rely on support from employers sending delegates to our events to make them viable and sustainable. To drive this forward, we had begun to re-form the Senior Managers Group. Huge thanks to Andrew Buck for leading on this; initial membership has been determined, though regrettably our first meeting planned for Spring 2020 did not take place as a result of the pandemic.

And following through on my promise to work more collaboratively with other professional Institutes it seemed fitting that our last event of the year was to be a joint event with CIMA at Old Trafford Cricket Ground on 13 March – though also cancelled due to the Covid-19 pandemic, we have committed to rescheduling this later in the year. And likewise, with a joint event with the NW branch of the Institute of Internal Auditors (IIA) which was also in the early stages of planning when the pandemic struck.

I am delighted, too, that volunteers from NW Council were also progressing with plans for the Region to host the "Sixth Form Business Games" in the Summer, in conjunction with UCLAN. Despite this also being deferred due to the pandemic, we are committed to picking this up again just as soon as we can and really excited to host our first games as soon as we are able to.

Finally, I must specifically thank our Secretary (and Junior Vice President) Carol McDonnell and Treasurer, Jennifer Bevan for their substantial contributions to the Region in my first year as President. I look forward to the year ahead!

### **Sub-Group reports**

The activity going on within the sub-groups is fantastic as all groups are really proactive and host a diverse range of seminars, training and social events to support members and students across the region:

#### **(a) AUDIT, RISK & GOVERNANCE GROUP – Chair, Mat Tanner**

##### *Introduction*

In a year that has seen lots of wider uncertainty and change, and people being stretched even further in their day to day roles, the group has continued its hard work in providing quality and affordable events. I would like to thank all group members for making the group an enjoyable one that is supportive and good fun, which makes the hard work of event organisation that much easier.

I'd like to thank Lesley Bilsborough in particular for her support and advice as Vice Chair, and Janet Findlay in her work as Secretary, making sure everything runs smoothly.

##### *Group Membership & Strategy*

The group continues to review its membership to ensure that there is a good skill mix and we were happy to welcome two new members to the group this year - Kevin Lloyd from Merseyside Police and David Smith from Salford Council, who bring with them audit experience within different sectors and have already proven to be valuable members.

The contribution of group members in speaking at events continues to be an important part of our work. When many groups and organisations seem to be drawing on the same topics and pool of speakers, using our own experience and expertise allows the group to offer something different.

This year Jean Gleave received the Barbara Kay Lifetime Achievement Award at the NW Regional Conference, in recognition of her work with the group and supporting internal audit across the wider region. As lead for the Autumn Seminar event for the last few years Jean has been instrumental in its continued success, and I would like to thank Jean on behalf of the group for her work on this event.

##### *Activities & Events*

The 2019 annual training event was held at the Crowne Plaza Hotel in Chester and was well attended as usual. The Friday night speaker looking at using behavioural analysis to detect truth and lies was entertaining and insightful, and a great way to kick off the weekend. Feedback was positive as usual, and I'd like to thank the weekend event sub-group for the work they do in securing speakers, organising the venues, tasting meals, and making sure the weekend runs without a hitch.

The Autumn Seminar in 2019 was held again at County Hall in Preston after receiving good feedback from delegates in 2018. We had around 60 delegates this year, a slight reduction from 2018, but once again those in attendance enjoyed the event and feedback was positive in line with previous years. The focus on counter fraud saw sessions on Employment Law and Investigations, Whistleblowing, Using Behavioural Science to Tackle Employee Fraud, and Data Analytics, with more general sessions on Commercialisation and Assurance Across Organisational Boundaries.

The planned follow up workshop on Direct Payments audit and counter fraud was held at County Hall in Preston in July, facilitated by Lynn Anders and Simon Bleckly. There were 28 people attending, and it received really positive feedback from delegates who are always keen to have more practical and interactive workshops as well as the conference style events.

Understanding the key topics and types of event that will provide the most value to delegates is something the group has considered at length this year, and we will continue to engage with delegates and organisations to ensure that the training provided is relevant to the changing internal audit landscape and skill set.

#### *CIPFA Regional and National Events*

The group has continued to work with the NW region to provide support, with members attending the AGM and Spring Conference at Chetham's Library, Manchester in March and the NW annual dinner in September in Liverpool.

This year we have also begun to plan a joint CIPFA NW/IIA event for Spring/Summer 2020, looking to pool resources to further diversify our events and work collaboratively with other Institutes where we may ordinarily be competing for speakers and delegates.

#### *Conclusion*

I would like to wish Lesley and Judith well in taking on the Chair and Vice Chair roles for the next two years and I know they'll be a great success. I'm grateful to have been given the opportunity to represent the group as Chair, and I look forward to being a part of its continued contribution to the development of internal audit in the North West

**Mat Tanner**

#### **(b) NORTHERN SECTION - Chair, Ian Cosh**

During 2019 the Northern Section have continued to deliver CPD events that have provided a broad range of informative, inspiring and varied topics. The two events were held in two different locations to facilitate attendance across the Northern Section area.

Our June event included a thought provoking, inspirational and entertaining presentation by Tim Buckle of Chimp Management. The presentation focused on Professor Steve Peters' Chimp Paradox and had all the attendees, some for the first time, connecting and acknowledging their inner Chimp!! We also provided sessions on individual wellbeing and an insight into the workings of the Home Office and the Cabinet Office.

Our October event had a focus of the "future in mind" and had sessions about pension governance and administration, CIPFA technical accounting, Universal Credit and the role of a Chief Executive in one of the region's councils.

Both events were well attended and received positive feedback. We have conducted an online survey of our previous attendees to inform our 2020 planning discussions, which

are gathering momentum, to ensure we continue to deliver high quality, value for money and relevant topics.

**Ian Cosh**

**(c) SOUTHERN SECTON – Chair, Shaer Halewood**

The Southern Section held one event as a joint NW/North Wales event during 2019. The section has had a number of resignations during 2019 and as a result reduced the number of events held from three to one. The future of the section is currently under review as the capacity of volunteers and ability of delegates to attend events due to increased work pressures is an issue. The decision was taken to pilot a joint event with CIPFA Cymru Wales at the start of 2019 due to the close geography of the NW Southern Section and the North Wales organisations of CIPFA Cymru Wales.

This event was held in Wreccsam at the offices of Moneypenny, a call centre company with a difference and a much sought-after employer. Delegates were shown the integrated social and work facilities of this forward-thinking company, which also supports the charity Mind the Gap, providing traineeships and support to under-served younger adults. The theme of the event was Leadership, with speakers on political leadership, public service leadership, coaching, mentoring and social value, and a breakout session on avoiding isolation in virtual teams. While the event attracted 19 delegates, 13 from North Wales and 6 from the NW, it did show the value of this joint approach in enabling delegates to attend a fairly local venue, and of partnering for the event with organisations such as Moneypenny. The event was seen as a great success by those attending and during 2020 this may be repeated as a more formal arrangement.

**Shaer Halewood**

**(d) NORTH WEST CIPFA STUDENT NETWORK – Sophie Darlington, Student President**

We have been really fortunate to gain five new members over the duration of 2019/20 and aimed to focus on improving communications with students, providing more tailored events and understanding what we can do for them as a network going forwards.

We produced and sent out an events survey with questions designed to collect information on when and where students prefer to attend events and what activities they wish to see. We received 35 responses and 77% of respondents indicated they were most interested in attending revision courses. Following on from this and changes to exam sittings as a result of the introduction of the level seven apprenticeship scheme, we have looked to increase our offering of Strategic Level Revision Days to include additional provision during resit periods where there is adequate demand from students and take a flexible approach to the length and type of sessions.

Attendance at these sessions and the feedback received continues to be excellent, particularly the scoring on our feedback forms in terms of content, delivery and overall experience. These forms also incorporate sections to collect additional feedback and suggestions from students for future events, promote our network and encourage volunteering. We further supported student revision by producing an article consisting of tried and tested study tips for passing exams which was published in CIPFA's Spreadsheet Magazine.

In terms of communications we continue to utilise our social media channels to provide interesting content for students and raise our profile. In conjunction with the Council President an email is now sent to all new students to both welcome them to CIPFA and to promote the network and encourage volunteering. We continue to support students by

raising concerns where problems have been identified. We collated feedback from students regarding exam issues which were then addressed by the exams panel who reviewed feedback provided by regions and issued a document detailing remedial actions that would be taken. We have also provided feedback regarding support for case study students and the existing communications in place for exam results.

Members have attended events regularly throughout the year including the annual public live conference and regional conference and dinner, quarterly Council and student meetings and monthly national CIPFA Student Network conference calls. Members assisted with the Midlands Sixth Form Business Games and several have since volunteered to be part in the taskforce to implement the games in the North West region.

I would like to thank Council members for their ongoing support of the network including their assistance in directing students towards us who have gone on to become new members. Sadly, we will shortly be saying goodbye to three of our qualified members who have been exemplary volunteers and a great support to myself and the rest of the network. Thank you to Naomi Jackson, Fiona Norcliffe and Hassan Khan for their valuable contribution over the past few years and thank you to the rest of our members for continuing to help improve the student experience.

I am pleased to be handing over the student presidency to Victoria Horrocks who will be an excellent asset to us and lead the new executive in an exciting new direction. I wish her the best of luck and look forward to continuing working alongside her.

**Sophie Darlington**

#### **(e) RETIRED MEMBERS GROUP – Chair, David Johnston**

The Retired Members' Group has had a successful year and is going from strength to strength. We generally organise two to three outings a year to places of interest with lunch and an occasional speaker. We now have a core attendance group of around 40-45 members with events usually restricted to 20-25 (as this seems to be a standard figure for private tours). New attendees are always welcome.

In April 2019, 20 of the Members travelled to the far north of the CIPFA empire for a private tour of Carlisle Castle which was followed by a second private tour of Carlisle's Regimental Museum. After all that history, the group had a well-deserved lunch in a private room at Sanna's Italian Restaurant. Lunch was followed by a talk from a local historian on some of the more unusual facts from Carlisle's past. It was a long journey for some attendees, but all agreed that it had been an exceptional day.

Our second event of 2019 was the Christmas event in Manchester which was fully booked with our maximum of 25 members. The day started with a private tour of Chetham's Library, which is the only remaining medieval building in Manchester and a fascinating place. A quick coffee and cake stop in Hotel Indigo was followed by a magnificent music recital in Manchester Cathedral by the pupils of Chetham's Music School. The members then had a late Christmas lunch with quiz at Browns, another building of historical note. Again, this was another excellent day.

If anyone would like to be kept informed of future events, then please do email the secretary [sheilamdon@gmail.com](mailto:sheilamdon@gmail.com) and she will add your name to the distribution list.

Finally, my sincere thanks must go to all the members of the Steering Group for their help in planning and organising the events, and to the Members for their support.

**David Johnston**

## **President's Summary**

At a time where there are few things to celebrate at present, I nonetheless hope that you can join me in recognising the successful year that the Region have had, the commitment and enthusiasm of our volunteers, the engagement and support of our members and delegates who have attended our events and the contribution of our speakers, venue providers and other stakeholders and collaborators who have made it all possible.

As we look ahead to an uncertain future in times of unprecedented personal, professional, social and economic challenge it is impossible (and would be inappropriate) for me to speculate what we can achieve in the year ahead.

But we can commit to be as collaborative and responsive as we can be, and to continue to work together across the Region, across all sectors and professions, to provide a network which supports our Members, whatever challenges are ahead. And there is no doubt that there will be many.

With very best wishes

**Stephanie Donaldson**  
**Society President and Chair**

## **AGENDA ITEM 4**

### **ANNUAL STATEMENT OF ACCOUNTS**

#### **Honorary Treasurer's Report**

The North West Society of CIPFA had a positive net movement in funds of £6,975 for the year ended 31<sup>st</sup> December 2019, and a carried forward balance of £81,468.

Of this surplus £4,000.00 consisted of regional development fund, which was not spent in year but has been carried forward as a designated fund earmarked for a number of events to be held in 2020.

The accounts in this report consist of the consolidated accounts of the following sections:

- CIPFA North West Council
- Audit Risk & Governance Group
- Northern Section
- Southern Section
- North West CIPFA Student Network

I would like to express my sincerest thanks to Sarah Oldendorp & Martin Wren for their hard work in pulling together the final accounts and providing their assistance in order to ensure draft accounts were submitted in accordance with CIPFA's deadline which we met. Also, a big thanks to Liga Babikir, my predecessor for all her hard work in keeping the files for the first part of the year, for all her hard work in the hand-over process and her assistance in preparing the final accounts for the first time.

This is my first year as honorary treasurer, and it has been both challenging and enjoyable and feel very privileged to be part of such a fantastic team here in the North West. I would like to thank the rest of the executive; Stephanie Donaldson, Andrew Buck, and Carol McDonnell for all their support throughout the year. I look forward to continuing to be part of such a great team.

**Jen Bevan CPFA**  
**Honorary Treasurer**

**The draft financial statements are included at Appendix A**

## **AGENDA ITEM 5**

### **OFFICERS AND MEMBERS OF THE SOCIETY IN 2019**

#### **Officers of the Society Council**

##### **Past President**

Mike Thomas

##### **President**

Stephanie Donaldson  
Group Chief Internal Auditor  
Government Internal Audit Agency  
7th Floor, 10 Victoria Street,  
Westminster, London SW1H 0NN

##### **Vice President**

Andrew Buck  
Head of Finance – Children's, Adult Social Care & Health  
Liverpool City Council  
4<sup>th</sup> Floor Cunard Building  
Liverpool, L3 1DS

##### **Honorary Secretary and Junior Vice President**

Carol McDonnell  
Audit Manager  
St Helens Council  
Victoria Square  
St Helens, WA10 1HP

##### **Honorary Treasurer**

Jen Bevan  
Finance Manager  
Bury Council  
Town Hall  
Knowsley Street  
Bury  
BL9 0SW

##### **Honorary Auditor**

Steve Kenyon CPFA

## **Members of the Society Council 2019**

### **Corporate Members**

Naomi Jackson (2018)  
Di Ormandy (2018)  
Shaer Halewood (2019)  
Rebecca Davis (2019)  
Ian Coleman (2019)  
Jayne Owen (2019)  
Ian Kirby (2019)

### **Co-opted Members**

Grenville Page (2019)  
Andrew Fethers (2019)  
Jeremy Valentine (2019)  
Tazeem Abbas (2019)  
Hassan Khan (2019)  
Carol Culley (2019)

## **Chairmen and Secretaries of the Sections and Groups 2019**

### **CHAIR**

### **SECRETARY**

#### **Southern Section**

Shaer Halewood  
Director of Resources, Wirral Council

Nicholas Atlay  
Financial Analysis Manager, Regulator of Social  
Housing

#### **Northern Section**

Ian Cosh  
Director of Resources, Lancashire Constabulary

Katie Formstone  
Staff Officer, Lancashire Constabulary

#### **Audit, Risk & Governance Group**

Mat Tanner  
Senior Management Accountant, NHS Trafford  
Clinical Commissioning Group

Janet Findlay  
Retired Member

#### **CIPFA Student Network**

Sophie Darlington  
Assistant Divisional Finance Manager, Blackpool  
Teaching Hospitals NHS Foundation Trust

Naomi Jackson  
Commercial Finance Manager, Campus living  
Villages

#### **Retired Members Group**

David Johnston  
Retired Member

Sheila Don  
Retired Member

## **AGENDA ITEM 6**

### **ELECTION OF OFFICERS AND MEMBERS OF THE COUNCIL 2020**

#### **(a) Election of Chair and Society President**

**Stephanie Donaldson** was elected as president for a period of two years commencing March 2019.

#### **(b) Election of Vice President**

**Andrew Buck** was elected as vice president for a period of two years commencing March 2019.

#### **(c) Election of Junior Vice President**

**Carol McDonnell** was elected as junior vice president for a period of two years commencing March 2019.

#### **(d) Officers of the Society**

Having been properly nominated and there being no other nominations it is recommended that the following officers serve on the Council for 2020:

Honorary Secretary                   **Carol McDonnell**, St Helens Council

Honorary Treasurer               **Jen Bevan**, Bury Council

#### **(e) Corporate Members of the Society**

Having been properly nominated in 2019 as Corporate Members for a two-year term, five members will continue on Council for the coming year: Shaer Halewood, Rebecca Davis, Ian Coleman, Jayne Owen and Ian Kirby.

The following have resigned as a corporate member: Di Ormandy.

By way of the constitution up to 12 members can be elected as Corporate Members of the Society. Having been properly nominated it is recommended the following members serve on Council for two years from 2020:

Naomi Jackson  
Jeremy Valentine  
Mat Tanner  
Graham Fenton

#### **(f) Honorary Auditor to the Society**

The Honorary Auditor to the Society for 2020 and until further notice will be:

**Steve Kenyon CPFA**

### **North West & North Wales Region Past Chairman**

1975/76	W O Jolliffe	Lancashire
1976/77	J M Curley	Greater Manchester
1977/78	D F G Burton	Chester
1978/79	C T Fletcher	Cheshire
1979/80	J Hetherington	Manchester
1980/81	G K Woodhall	Preston Polytechnic
1981/82	I Wood	Wirral
1982/83	J R Ford	Cumbria
1983/84	D Merchant	Merseyside PTE
1984/85	C M Reddington	Liverpool
1985/86	D Morgan	Lancashire
1986/87	M C Morris	Colwyn
1987/88	D A Poppleton	Crewe & Nantwich
1988/89	B Collinge	Bolton
1989/90	J M Marriott	PDFM Ltd
1991/93	S Arnfield	Bolton
1993/95	B Aldred	Lancashire
1995/97	J M Marriott	PDFM Ltd
1997/99	R Alker	Lancashire
1999/01	L Sutton	Phillips & Drew
2001/03	I Coleman	Wirral
2003/05	C Tidswell	PWC
2005/07	S Curran	Bolton
2007/08	K Finch	Conwy
2008/09	B Parsonage	Wyre
2009/10	M Kenyon	Wigan

### **North West Society Past Chairman and President**

2010/11	C Pyke	MMU
2011/13	L Yale Helms	PWC
2013/15	G Kilpatrick	Lancashire
2015/17	S Halewood	Warrington / Oldham
2017/19	M Thomas	Grant Thornton



*Region: North West*

# **REPORT AND FINANCIAL STATEMENTS**

## **YEAR ENDED 31 DECEMBER 2019**

## **HONORARY TREASURER'S REPORT**

The North West Society of CIPFA had a positive net movement in funds of £6,975 for the year ended 31<sup>st</sup> December 2019, and a carried forward balance of £81,468.

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This is my first year as honorary treasurer, and it has been both challenging and enjoyable and feel very privileged to be part of such a fantastic team here in the North West. I would like to thank the rest of the executive; Stephanie Donaldson, Andrew Buck, and Carol McDonnell for all their support throughout the year. I look forward to continuing to be part of such a great team.



**Jen Bevan CPFA**  
**Honorary Treasurer**

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**FIVE YEAR SUMMARY  
FOR THE YEAR ENDED 31 DECEMBER 2019**

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	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<b>Income</b>	42,663	41,541	46,805	36,433	34,865
<b>Expenditure</b>	(34,622)	(43,212)	(44,159)	(28,793)	(27,890)
<b>Net Incoming/(Outgoing) Resources</b>	8,041	(1,671)	2,646	7,640	6,975

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**REPORT OF THE AUDITORS**

To the Members of the North West Region of the Chartered Institute of Public Finance and Accountancy. I Stephen Kenyon have audited the accounts of CIPFA North West for the year ended 31 December 2019 and confirm that the accounts give a true and fair view of the state of affairs of the CIPFA North West at 31 December 2019 and that they have been compiled in compliance with financial regulations.

Signed (Honorary Auditor)



Stephen Kenyon CPFA  
9<sup>th</sup> March 2019

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**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2019**

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Note	2019 £	2019 £	2018 £	2018 £
<b>Incoming Resources</b>				
<i>Incoming resources from charitable activities:</i>				
Advancing public finance and promoting best practice	21,825		33,413	
Educating and training students	0		0	
		21,825		33,413
<i>Incoming resources from generated funds</i>				
Donations	0		0	
Investment income	44		20	
		44		20
<i>Other incoming resources:</i>				
Subvention		13,000		3,000
<b>Total Income</b>		<u>34,869</u>		<u>36,433</u>
<b>Expenditure</b>				
<i>Charitable activities:</i>				
Advancing public finance and promoting best practice	(26,500)		(27,575)	
Educating and training students	(889)		(106)	
Regulating and supporting members	(360)		(1,001)	
		(27,749)		(28,682)
<i>Governance:</i>				
Regional Council and audit		(145)		(111)
3 <b>Total Resources Expended</b>		<u>(27,894)</u>		<u>(28,793)</u>
<b>Net Incoming/(Outgoing) Resources</b>		<u>6,975</u>		<u>7,640</u>
<i>Gains/(losses) on investment assets:</i>				
		0		0
<b>Net Movement in Funds</b>		<u>6,975</u>		<u>7,640</u>
<b>Funds Balances Brought Forward at 1 January</b>		74,511		66,871
<b>Funds Balances Carried Forward at 31 December</b>		<u>81,486</u>		<u>74,511</u>

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**BALANCE SHEET**  
**AS AT 31 DECEMBER 2019**

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Note	2019 £	2019 £	2018 £	2018 £
	<b>Fixed Assets</b>			
4	0		0	
	<b>Current Assets</b>			
	0		0	
5	17,763		10,829	
6	0		0	
	<u>66,442</u>		<u>69,518</u>	
	<b>Current Liabilities</b>			
7	(2,719)		(5,836)	
		<u>81,486</u>		<u>74,511</u>
	<b>Net Current Assets</b>			
	<b>Represented By:</b>			
	Capital Funds			
	Restricted Funds:			
8	20,328			
	Income Funds:			
9	4,000		20,284	
10	57,158		54,227	
		<u>81,486</u>		<u>74,511</u>

Signed on behalf of the North West Region of the Chartered Institute of Public Finance  
and Accountancy on 1 May 2020

Stephanie Donaldson  
President

Carol McDonnell  
Honorary Secretary

Jen Bevan  
Honorary Treasurer

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2019**

	2019 £	2019 £	2018 £	2018 £
<b>Net Cash Inflow (Outflow) from Operating Activities</b>	6,931		7,620	
<b>Returns on Investment and Servicing of Finance</b>				
Investment Income	44		20	
Interest Paid	<u>0</u>	6,975	<u>0</u>	7,640
<b>Capital Expenditure and Financial Investments</b>				
Purchase of tangible assets	0		0	
Proceeds from Sale of Investments	0		0	
Purchase of Investments	<u>0</u>		<u>0</u>	
<b>Net Cash Inflow (Outflow)</b>		<u>6,975</u>		<u>7,640</u>

Notes to cash flow statement

<b>1</b>		<b>2019</b>	<b>2018</b>
<b>Net cash inflow/ (outflow) from operating activities</b>		<b>£</b>	<b>£</b>
Changes in resources before revaluations		0	0
Investment income		0	0
Depreciation charges		0	0
(Increase) Decrease in Debtors		(6,934)	9,894
(Increase) Decrease in Stocks		0	0
Increase (Decrease) in Creditors		<u>(3,117)</u>	<u>1,936</u>
		<u>(10,051)</u>	<u>11,830</u>
<b>2 Reconciliation of net cash flow to movement in net debt</b>		<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
Increase/ (Decrease) in cash in the period		(3,076)	19,470
Change in net debt		0	0
Net debt at 1 January		<u>0</u>	<u>0</u>
Net debt at 31 December		<u>(3,076)</u>	<u>19,470</u>
<b>3 Analysis of changes in net debt</b>	At 1 Jan		At 31 Dec
	2019	Cashflows	2019
	£	£	£
Cash in hand	69,518	(3,076)	66,442
Debt falling due after 1 year	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>69,518</u>	<u>(3,076)</u>	<u>66,442</u>

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## NOTES TO THE FINANCIAL STATEMENTS

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### 1 ACCOUNTING POLICIES

The Financial Statements have been prepared in accordance with relevant guidance issued by the Accounting Standards Board and follow the requirements of the *Statement of Recommended Practice Accounting by Charities 2005*. The particular accounting policies adopted are described below

(a) **Accounting Convention**

The Financial Statements are prepared under the historical cost convention.

(b) **Investments**

Investments held as fixed assets are stated at cost less provision for permanent diminution in value. Those held as current assets are stated at the lower of cost and net realisable value.

(c) **Stocks**

Stocks are stated at the lower of cost and net realisable value.

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### 2 EMPLOYEES

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Salaries and Wages (including temporary staff)	0	0
National Insurance	0	0
Superannuation	0	0
Other Staff Costs	0	0
	<u>0</u>	<u>0</u>

The average number of employees was (2019: 0)

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### 3 SUPPORT COSTS

	<b>Directly</b>	<b>Apport-</b>	<b>Apport-</b>	<b>Total</b>	<b>Total</b>
	<b>Attrib-</b>	<b>ioned</b>	<b>-ioned</b>	<b>2019</b>	<b>2018</b>
	<b>utable</b>	<b>Support</b>	<b>Staff</b>	<b>£</b>	<b>£</b>
	<b>Costs</b>	<b>Costs</b>	<b>Costs</b>		
	<b>£</b>	<b>£</b>	<b>£</b>		
Advancing public finance and promoting best practice	0	0	0	0	0
Educating and training students	0	0	0	0	0
Regulating and supporting members	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Basis of apportionment

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**NOTES TO THE FINANCIAL STATEMENTS**

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## 4 FIXED ASSETS: INVESTMENTS

<b>2019</b>	<b>2018</b>
<b>£</b>	<b>£</b>
<u>0</u>	<u>0</u>

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## 5 DEBTORS AND PREPAYMENTS

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Trade Debtors	5,244	1,520
Amounts owed by CIPFA excluding VAT	546	2,179
VAT repayment owed by CIPFA	5,955	2,303
Amounts owed by CIPFA Regions and Student Societies	0	320
Owed by CIPFA Business Ltd	5,970	0
Other tax and social security	0	0
Other debtors	48	3,720
Prepayments and Accrued Income	0	787
	<u>17,763</u>	<u>10,829</u>

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## 6 CURRENT ASSETS: INVESTMENTS

<b>2019</b>	<b>2018</b>
<b>£</b>	<b>£</b>
<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>

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## 7 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Trade Creditors	552	1,187
Owed to CIPFA excluding VAT	0	0
VAT owed to CIPFA	2,105	3,735
Amounts owed to CIPFA Regions and Student Societies	0	0
Owed to CIPFA Business Ltd	0	840
Other Tax, Social Security	0	0
Other Creditors	62	0
Receipts in Advance	0	74
	<u>2,719</u>	<u>5,836</u>

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**NOTES TO THE FINANCIAL STATEMENTS**

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**8 RESTRICTED FUNDS**

John Marriott Fund - Bequeathed for the purposes of educating & training students. Balance restated as previously shown as a Designated Fund but is more appropriate as a Restricted Fund.

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Balance at 1 January	20,285	20,267
For the Year	<u>44</u>	<u>18</u>
Balance at 31 December	<u>20,329</u>	<u>20,285</u>

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**9 DESIGNATED FUNDS**

The Income Funds of the Institute include the following Designated Funds that have been set aside out of unrestricted funds by the Executive Committee for Specific Purposes.

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Regional Development Fund - awarded 2019, earmarked for activities in development plan intended for 2019 but to be carried out in 2020.	<u>4,000</u>	<u>0</u>
	<u>4,000</u>	<u>0</u>

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**10 OTHER CHARITABLE FUNDS**

Surplus excludes £4,041 income shown in the SOFA related to restricted & designated funds.

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
As at 1 January	54,227	46,018
Surplus/(Deficit) for the Year	<u>2,934</u>	<u>8,209</u>
As at 31 December	<u>57,161</u>	<u>54,227</u>

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**11 CAPITAL COMMITMENTS**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Authorised and Contracted	0	0
Authorised but not Contracted	0	0

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**12 FINANCIAL COMMITMENTS**

	<b>Land and Buildings</b>	<b>Other</b>	<b>Land and Buildings</b>	<b>Other</b>
	<b>2019</b>	<b>2019</b>	<b>2018</b>	<b>2018</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Leases which expire:				
- within one year	0	0	0	0
- within two to five years	0	0	0	0
- in over five years	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

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**NOTES TO THE FINANCIAL STATEMENTS**

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## 13 COST OF AUDIT AND OTHER FINANCIAL SERVICES

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Audit Fees	0	0
Taxation Advice	0	0
	<u>0</u>	<u>0</u>

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## 14 TRANSACTIONS WITH TRUSTEES AND RELATED PERSONS

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Remuneration and honoraria	0	0
Professional services rendered for a fee	0	0
Travel and subsistence expenses reimbursed for costs necessarily incurred on CIPFA business	760	633
	<u>760</u>	<u>633</u>