

Agenda

CIPFA SOUTH EAST REGIONAL COUNCIL MEETING

Date 30 January 2019
Time 3.00pm to 5.00pm (tea/coffee available from 2.30pm)
Venue PA Consulting Group, 10 Bressenden Place, Victoria, London SW1E 5DN

Members	President	Amy Crowson
	Junior Vice President	Kathryn Long
	Regional Secretary/Vice President	John Barker
	Regional Treasurer	Nicki Cooper
	Regional Website Administrator	Lillian Manning
	Corporate Members	Phil Butlin
		Stephanie Mitchener
		Thomas England
		Mark Williams
		Rosanne Nulty
	Eric Keighley	
	James Kidd	
	Trisha Brigemohane	
	Will Goodchild	
	Vacancy	
	Lorna Baxter	
	Christina Earls	
	Richard Harbord	
	Peter Kane	
	Matt Bowmer	
	Nick Carroll	
	James Cook	
	Jade Coombes	
	Philippa Watkins	
	Nick White	
	Joanne Pitt	
Invited		

AGENDA ITEMS

1. Welcome to Jade Coombes, who is the successor to Shelley George, plus any elected CIPFA Council colleagues attending their first Regional Council meeting.
2. Apologies received
3. Minutes and matters arising from meeting on 5 December 2018 **(Paper SEO865)**

Matters for discussion or decision

4. 2018 Development Plan and Budget - review of outturn **(Papers SEO867 1/2/3)**
- (1) Council has reviewed the delivery of the 2018 Plan and the financial position as the year has progressed. Council members are requested to make any remaining observations.
 - (2) The 2018 Budget v Actual Statement records income and expenditure and reserves.
 - (3) 2018 Financial Statements as delivered to CIPFA (to be audited prior to the AGM).

These documents record regional activity which will be summarised in the Regional President's Annual Report for 2018 to be presented with the audited Financial Statements for approval at the AGM on 27 March 2019.

Council is asked to approve these documents as the basis for the 2019 AGM reports.

5. Regional Development Plan and Budget 2019 **(Papers SEO868 1/2)**
- The Development Plan was prepared using our 2018 base activity, plus developments proposed for 2019. The draft budget, reviewed at December 2018 Council, reflected the Plan submission to CIPFA in draft form to meet the timescales for 2019 regional subvention allocations that are now confirmed following the Regional Forum held on 15/16 November. Our subvention for 2019 is £18,000.
- The 2019 Regional Development Plan was approved by Council on 5 December, subject to the associated 2019 budget and reserves proposed gaining Council approval in January 2019 (Papers SEO861).
- Council is therefore requested to approve Papers SEO868(1) (the Plan) and SEO868(2) (the Budget for 2019) as the 2019 Regional Development Plan and Budget

6. Regional Financial Regulations – update from January 2019 **(Paper SEO869)**
- The paper shows updates and highlighted changes to the existing Financial Regulations. Council approval is sought for changes to the current Financial Regulations to provide assurance to the London Division that they can retain the sole use of their reserves if they transfer their cash balances over to CSE bank account. The CSE Treasurer is keen to bring the banking together to minimise the year end consolidation process. The volume and size of London Division transactions no longer justifies them holding 2 bank accounts. Council is recommended to approve these updated Financial Regulations.

7. 2019 AGM and Spring Conference Programme – 27 March 2019 **(Papers SEO870 1/2)**
- (1) Draft AGM notice and agenda
 - (2) Draft Spring Conference Programme
- Council is asked to confirm its nominations for the officer and member posts to be filled by election this year.

8. Proposed 2019 Autumn Residential Conference –
Wantage Hall, Reading University, 12/14 September 2019
- Council in September was appraised of some of the issues that impacted on the delivery of

the September 2018 event and requested a feedback report for December Council with an invitation to Luke Webster to present it. No report has been received although Luke offered to attend our January 2019 Council instead - although he may not now be available. Rosanne Nulty, a member of the Organising Group, has agreed to update Council at this meeting on the initial proposals for the 2019 event and to convey any governance requirements that Council may have in the delivery arrangements for the proposed event to the 2019 Organising Group (if it is to remain in the Regional Council's 2019 Event Plan) when it holds its first meeting in early February.

9. Annual Regional Dinner 2019 – provisional dates 1 or 22 November 2019
London Marriott Hotel has offered virtually similar terms for a 2019 booking and is currently offering these two dates in November 2019. The terms offered will be used as a benchmark for further evaluation if required (and in consultation with potential sponsors). Council is requested to delegate approval for the Regional Secretary to complete an agreement (if required to secure a venue booking prior to our May 2019 Council) after consultation with our Regional President and Regional Treasurer.
A progress report will be made to the 8 May 2019 Council meeting.
10. Speed Mentoring Evening – 27 February 2019 **(Paper SEO871 1/2)**
A summary of the planned event and a flyer are attached. This evening is arranged in place of the deferred October 2018 event with sponsorship as agreed at 5 December Council meeting. Tom England will give a progress report.
Council Members are requested to publicise and support the delivery of the evening in accordance with Tom's request for this event. He will also share some ideas for future mentoring events; the next one is planned for October 2019.

Matters for information or note

11. Events programme 2019 and related issues **(Paper SEO872)**
12. Institute Business **(Paper SEO873)**
1. CIPFA Council – report by Rosanne Fleming (with additions by elected CIPFA Council members present). Drew Cullen summary for December 2018 attached.
 2. CIPFA Secretariat update – update report as available

Reporting on group activity

13. SE-CSN business
Progress report from James Kidd **(Paper SEO874)**
14. Retired members' group activities –
Report from Eric Keighley on group activities.

Any Other Business

15. Please notify the President before the start of the meeting if possible.

Forward Diary

16. Forward diary for 2019/20 – dates to note or agree
AGM/Spring Conference – Grant Thornton hosting on 27 March 2019 (Finsbury Square)
Regional Council - 8 May (CIPFA), 18 September (CCLA), 4 December, 29 January 2020

John Barker

Regional Secretary CIPFA South East

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23 January 2019