

Draft Minutes

Part 1 for 11 May meeting

Part 2 for 19 July meeting

CIPFA SOUTH EAST REGIONAL COUNCIL MEETING – DIGITAL **PART 1 – 11 MAY**

Date 11 May and 19 July 2021
Time 3.00pm – 4.30pm
Venue Digital – via CSE Regional Zoom Meetings platform

Present	President	Kathryn Long
	Junior Vice President	Nicki Cooper
	Regional Secretary/Vice President	John Barker
	Regional Treasurer	Nicki Cooper
	Corporate Members	Phil Butlin
		Stephanie Mitchener
		Thomas England
		Mark Williams
	Immediate Past President	Amy Crowson
	Registered Students	Honor Green
	Co-opted members	James Cook
		Cath Edwards
		Will Goodchild
		Philippa Watkins
		Nick White
		Joanne Pitt

Invited

AGENDA ITEMS

Action by

1. Kathryn welcomed Cath Edwards (Surrey CC), newly co-opted to Regional Council to her first meeting
2. Apologies received for today's meeting from Lillian Manning, Eric Keighley, Trisha Brigemahone, Rosanne Nulty, Chris Blundell, Paul Clarke and Philippa Watkins
3. Minutes from digital meeting on 10 February 2021 were agreed.

Matters for discussion or decision

4. 2021 Regional Development Plan and Budget.

(1). Development Plan 2021.

The Plan was submitted to CIPFA to support our 2021 subvention bid and some content will be varied in delivery to reflect the impact of Covid-19 restrictions

Our 2021 Events Plan has been updated regularly. The key change is the expectation that

digital CPD events will continue in place of live ones through to September when some live events may be possible after that. CIPFA will be requested to release the £8k as soon as live events look feasible (likely to be after further Government announcements in May and June on current Covid-19 restrictions timetable). **JB**
Council noted this update.

(2). Budget for 2021

(On 11 May)

At 10 February Council an initial budget was approved. Council agreed that it should be subject to review at each Council Meeting during 2021 to consider the ongoing Covid implications (and to identify and confirm any in-year variations or virements if required). As it is too early at present to definitely confirm a return to live events Nicki advised that Council endorses the 10 February version for now. When further information becomes available she will update the February version for Council review.

Council agreed this action and agreed an additional virtual meeting for that purpose for 28 June (later refixed for 19 July after deferral of easing of Covid restrictions). **NC**

5. PF Live 7/8 July 2021 – Annual CIPFA Conference at QE11 Centre, Westminster

(Minute updated after virtual conference announced)

This was planned to be a live event but was converted to a virtual one in mid-June. CIPFA SE was to be the regional host Council and was invited to organise the regional stand and contribute to the conference social programme. Work aborted after all virtual stands were cancelled by CIPFA.

Various complimentary conference places were available to our regional council and were allocated following expressions of interest and consultation with our Regional President and Regional Treasurer. **All to note**

6. Developing our Regional Diversity and Inclusion Strategy during 2021.

Verna Duncan and Nneb Akpom-simon delivered the agreed webinar on 20 April. The recorded event is now available at vimeo.com/545011705 (Password is Diversity) and accessible publicly via the CSE Events website.

Paul had planned to update Council on his ideas for potential further events, but was unable to attend this meeting. He will welcome suggestions and/or offers of support to help develop the programme as this year progresses.

7. Mentoring Developments during 2021.

(1) Planning for resumption of live sessions remains paused at present

(2) Honor Green outlined a proposed student network mentoring event planned to take place during the CIPFA Conference (subsequently cancelled as planned - virtual event).

Matters for information or note

8. Updated Events programme at 26 January 2021 and related issues.

- (1) Council noted forward proposals and agreed a further review for the 28 June additional Council meeting. **All to note**
- (2) Proposed Wantage Hall Residential Conference, 9/11 September 2021
Council reiterated earlier concerns about the future viability of this proposed event. Agreed that the £800 deposit position should be clarified. Any further proposals to reinstate the Wantage Hall booking must be agreed in advance by Council and any Working Group to deliver a similar event must be constituted by, and report effectively to, Regional Council in accordance with our constitution. **KL/NC/JB**
- (3) Annual Regional Dinner. A provisional reservation for 19 November has been kept with the London Marriott Hotel. It is still too early to be able to confirm any contractual arrangements. An update will be made to the 28 June meeting. **JB**

9. Institute Business

CIPFA Council/Secretariat – verbal updates from Joanne Pitt. No CIPFA debrief notes have been received in respect of recent CIPFA Council Meetings.

Reporting on group activity

10. SE-CSN business

Verbal progress report made by Honor Green, including developments in access to regional student data. Her email request (attached to agenda) for CIPFA's GDPR registration was agreed

11. Retired members' group activities –

JB reported that Eric Keighley confirmed that no 2021 group activities are to be planned until the ongoing Covid situation will allow them to take place safely.

Any Other Business

12. Kathryn raised succession planning for key roles as a topic that will require Council consideration during her presidential year. All Council Members were invited to offer any suggestions to help ensure that our level of regional activity can continue robustly, after JB relinquishes his present roles. JB/KL/NC will prepare an outline paper on the issues, incorporating any offered suggestions, to start a measured consideration of succession planning at our September Council Meeting. **All to note**

Forward Diary

13. Forward diary for 2021/22 Council Meetings – dates/formats were agreed as -
28 June (later refixed to 19 July) as a continuation meeting from 11 May - virtual
23 September 2021 – format tbc
6 December 2021- format tbc
2 February 2022- format tbc

PART 2 – 19 JULY Digital continuation meeting (2.00pm – 3.10pm)

Present

Kathryn Long, Nicki Cooper, John Barker, Lillian Manning, Stephanie Mitchener, Mark Williams, Amy Crowson, James Cook, Cath Edwards, Will Goodchild, James Kidd, Philippa Watkin.

Apologies from Phil Butlin, Rosanne Nulty, Lorna Baxter, Chris Blundell and Nick White.

Agenda item 4.2 - Updated Annual Budget Nicki presented the updated version for 2021. This now includes provision for currently known/proposed regional activity for 2021. Nicki will report to each remaining 2021 Council on any significant variations required, if our proposed activities are further impacted by presently unknown developments (eg changes in the recently announced planned relaxation of Covid restrictions from 19 July).

Council approved this revised version.

Agenda item 8 – 2021 Events Plan (V13)

1. Regional Hub Groups – proposals were noted and agreed.
2. Wantage Hall September 2021 – cancellation noted with deposit carried forward to 2022. Regional Council to further review in December 2021 any proposals for the re-instatement of this event in 2022.
3. Annual Dinner - Progress and current position noted. Regional Council to review developments again at our September Council meeting, with the expectation that a final decision to proceed or cancel will be possible by then.

Agenda item 9 – Institute Business

SMB updates were noted. Regional Forum minutes noted and a programme for the proposed live Regional Forum on 11/12 November will be circulated by NE Region (hosts).

Agenda item 13 - Forward diary 2021/22 – September date change

Next Council agreed as 14 September (1.30pm – 3.00pm) as a virtual meeting
Future dates agreed as 6 December 2021 (live meeting if possible, venue tbc)
2 February 2022 (format or venue tbc)

John Barker

Regional Secretary CIPFA South East

csejb@live.co.uk

07885 585670

20 July 2021