

**Agenda item 10**

**Paper SEO2222**

**Regional Development and Support (RD&S) resourcing –  
Succession Planning options for 2022 onwards**

**Progress report and proposals for review**

**Introduction**

1. This progress report follows from the discussions when Paper SEO2214 was reviewed by Regional Council on 24 March. That report was a background to the roles undertaken by John Barker/JBCL since 2010 and which will need to be resourced when he retires from them (planned to be by March 2023). The report annexes set out some evolution detail (Annex 1) and grouped the main activities and events by characteristic into four clusters (Annex 2). Current hub groups and a timeline to March 2023 (Annexes 3 & 4) completed the report information.
2. The elective role of Regional Secretary is not included in those clusters, but future arrangements for that set of responsibilities need to be agreed by Regional Council, alongside the options for RD&S functions.
3. The report annexes were supplemented in the Council discussion by a whiteboard chart which further illustrated the various current roles as a span between the present governance and executive activity.

**Council discussion/agreement**

4. Each Annex was considered and the issues identified were –

**Annex 1**

- Original project spec and evidence of the Council approval would be helpful for assessing how the then agreed time requirement/content has developed since the initial project was set up.
- Need to respecify the governance elements of the current Regional Secretary role, to comply with the requirements of IR35 (as an elective officer role is subject to IR35). Any non-governance/delegated administrative work - which in practice became an addition to the 2010 newly specified and commissioned RD&S role (and where a proportion of the existing Regional Secretary honoraria should have been vired to the RD&S budget reflect that) – is delivered by JBCL, and is not subject to IR35.

**Annex 2**

- A straightforward forward JBCL replacement for RD&S role – may be difficult to recruit (but CIPFA Penna to be consulted - if an agreed option is identified)
- Major regional events. Recognised the practical need to maintain most of these functions together (related to first point above) particularly as sponsorship relationship is a key responsibility.

- May be feasible to try and distinguish elements of a successor RD&S role into 'strategic' and 'administrative' functions. It is likely that any volunteer time would need to be available during 'day job' hours for both elements though.
- The need for a Communication Officer role was discussed, and agreed in principle. That role would include responsibilities for drafting a periodic newsletter for Regional President approval, liaising with the regional website administrator to ensure all activity and event information was up to date, managing regional social media platform(s) and communication content.
- Hub groups would be encouraged/supported to become more self-contained in developing and managing their local events, in consultation with a central regional point (part of a newly defined RD&S role and/or a Hub Events co-ordinating Group, chaired by the Regional V/P or a designated Council volunteer?)
- Formal designation of Champions was required with key deliverables identified for regular Council monitoring.

### **Annex 3**

- Present Hub Groups were noted. All have (or will have) representation on Regional Council, through additional co-options where required.
- No further hub groups are expected to be formed. Existing hub groups may wish to work in 'clusters' for future local event organisation.

### **Annex 4**

- timeline was endorsed for the present and to be reviewed at May Council.

### **General**

Council agreed that there may be a need to set up working group(s) to deliver any already agreed actions or to further evaluate any proposals for achieving sustainable RD&S successor plans. Some provisional volunteers are already identified.

## **JBCL RD&S activity since 24 March Regional Council**

5. Initial conversation with Philippa Watkins, who confirms that CIPFA Penna will be willing to help in advertising and/or recruiting a replacement for JB/JBCL when Council has decided which option to follow. Philippa will advise on potential market issues if required.
6. Regional Secretary successor role outline drafted (for governance responsibilities) based on the elements agreed at 24 March discussions. NB - Council will need to consider whether this should be a voluntary role, or be paid an honorarium, (which would be subject to IR35).
7. Ongoing contact (live/virtual) by JBCL with sponsors, hub group leaders (live/virtual) for securing presenters etc for booked events, organising 2 May virtual CPD sessions and researching for future virtual CPD topics, ongoing negotiations for Annual Dinner, seeking resolution to problems around regional membership data, arranging - then deferring - planned NQM ceremony for 25 May.  
(ie the continued delivery of our 2022 Regional Events Plan).
8. Contact with SoCITM for future reciprocal liaison with relevant events in our region. A new initiative, following Y&H Region contact – potentially attractive to CSE

membership where IT issues are a key element of strategic or management responsibilities.

### **Next steps – for 25 May Regional Council**

9. Review issues raised at the initial consideration on 24 March to confirm they are all still valid to implement or develop.
10. Canvass existing Council membership to identify any further volunteers to set up any working groups to implement or develop the actions to achieve.
11. Review the 2022/23 (24 March report Annex 4) Timeline and add any time-critical dates to take forward any agreed proposals.
12. Agree a date for a Regional Council in July, so that progress can be further reviewed.

**John Barker**

**Regional Secretary CIPFA SE**

**23 May 2022**