

**CIM Council Meeting 4 December 2012
Decisions and actions**

	Decision and action	Agenda item	By whom?	By when?
A	C/F from March meeting - Contact academy sponsors for sponsorship of 6th form games/discuss with Andy Burns re other opportunities. Future potential to seek central development funding.	2	Paul Hector/Chris Gill	January Meeting
A	Introduction of mentor scheme for students and recently qualified members to be deferred to the 2013 strategic plan.	2	Carl / Caroline / Lisa	To implement during 2013
A	C/F from March meeting - Ask retired members what they would like from CIM at next December Club meeting	2	Jon Crockett/Steve Wellings	January Meeting
A	Write a job description for retired member to join events team	2	Caroline / Kelly	December Meeting
A	C/F from March meeting - Agreed to try to engage the NHS through our events work targeting one joint event a year with HFMA and joint marketing/signposting	2	Events Team	Include in 2013 Events Calendar
A	C/F from March meeting - Look into running a CV/Seeking employment workshop for qualified members	2	Events Team	Include in 2013 Events Calendar
A	C/F From September meeting - Map current networks against students/accredited members to then focus attention. Each member to advise Sean who they're engaged with.	2	Sean Pearce/ALL	February
A	Agreed that each CIM Council member should target at least 2 of the key networks on our list to deliver some of the key messages and encourage engagement in CIM and student uptake per year.	2	ALL	On-going
A	C/F from September Meeting - Obtain list of accredited employers to see if all CiM authorities are included	2	Drew Cullen	January Meeting
A	C/F from September Meeting - Find out more about the NHS Leaders of the Future programme	2	Sean Pearce/Jon Roberts	January Meeting
A	C/F From December meeting - Investigate getting a contact within organisations to send/advertise events to ensure all possible delegates are aware of events	2	Sean Pearce / Steph Simcox	January Meeting
A	Information about Coventry apprenticeship scheme to be sent to council members	3	Lisa Commane	Completed
A	Find out from Chris Gill if it is possible to track the students from the 6th form games and to communicate with them. Also to raise possibility of extending games to undergraduates	3	Caroline	January Meeting

A	Find out what the market share for CIPFA is and how many are studying it	3	Faisal Khan	January Meeting
A	Get feedback from national council on their studies into market size/share	3	Andy Burns	January Meeting
A	Confirm approach to supporting student uptake/support to students for CIM strategic plan 2013.	3	Lisa/Sean with Faisal/Brett	January Meeting
A	List of event venues and volunteers to be compiled, on average 10-40 capacity	4	Kelly Watson, ALL to feed in	January Meeting
A	Events team needs to be strengthened and with wider range of members. Locate new volunteers	4	ALL	January Meeting
A	Chase Robert Street about how CiM gets the income from the seminar and CATS (Peter Woodland?) and how to get a breakdown of what it relates to	4	Lisa Commane	January Meeting
A	Delegate list and revenue data to be given to Andy Morley	4	Caroline	ASAP
A	Contact interested student society members about becoming co-opted CiM members	6	Lisa Commane	Completed
A	AGM - List of new members to be given to SS	4	Caroline Slaney	ASAP
A	Need to agree how website looks and work within pricing restrictions for future paid events. Need to minimise changes to events as event would need to be deleted and recreated to update (at present)	5	Colins Sharpe/All	February
A	Analyse survey results and publicise them	7	Steph Simcox	January Meeting
A	Check if survey competition winner (Karen Griffin) can have name publicised	7	Steph Simcox	January Meeting

MARCH 2013 ACTIONS

To: CIPFA Midlands Quarterly Meeting
Author: Carl Ford
Date: 25th June 2013
Subject: Action Points

Ref	Action	Owner	Rating
Outstanding Actions:			
Actions from the previous meeting:			
CiM1	Steph Simcox to get email addresses from events bookings for the CiM electronic survey	Kelly Watson	Tbc
CiM2	Start to plan the Annual Seminar <ul style="list-style-type: none"> • Alison Jarrett – Lead • Kelly Watson – eShots • Carl Ford – Admin • Lisa Commare – Speakers • Paul Hector – Sponsorship 	As detailed	Tbc
CiM3	Find a venue for the 2014 AGM, date agreed is 6 th March but work needs to be done on finding a venue	Steph Simcox (tbc)	Tbc
CiM4	It was identified there is the possibility to learn from the best practice of the South East region with regards to the use of Linked In	Sean Pearce	Tbc
CiM5	Speak to Finance Birmingham's marketing department with regards to how to successfully to 'the message' out there	Alision Jarrett	Tbc
CiM6	Investigate opportunities on how to use social media to spread the CiM message, ie: Twitter, LinkedIn & Facebook (Google+ ??)	All	Tbc
CiM7	An investigation into whether CiM include Goodwill in their accounts	Andy Morley	Tbc
CiM8	Update regional contact list	Carl Ford	Tbc

Completed Actions:

Recommendation: For Council to note the comments in the report.

To: CIPFA Midlands Quarterly Meeting
Author: Carl Ford
Date: 25th June 2013
Subject: Action Points

Ref	Action	Owner	Rating
Outstanding Actions:			
CiM1	Steph Simcox to get email addresses from events bookings for the CiM electronic survey	Kelly Watson	Green (ongoing)
CiM2	Start to plan the Annual Seminar <ul style="list-style-type: none"> • Alison Jarrett – Lead • Kelly Watson – eShots • Carl Ford – Admin • Lisa Commane – Speakers • Paul Hector – Sponsorship 	As detailed	Green (ongoing)
CiM4	It was identified there is the possibility to learn form the best practice of the South East region with regards to the use of Linked In	Sean Pearce	Green
CiM7	An consider whether CiM include Goodwill in their accounts. To feature an offline discussion	Andy Morley	Amber
CiM8	Update regional contact list	Carl Ford	Amber

Actions from the previous meeting:

CiM9	Email Faisal/Brett at CIPFA to get student figures for the Midlands (Numbers/Employers)	Sean Pearce	Amber
CiM10	Investigate the possibility of merging the student AGM with the main CiM AGM to help with numbers and economies of scale	John Bloomer	Amber
CiM11	Accelerate the work on the CiM mentoring scheme, drawing on the knowledge of Steph Simcox and the work she did at Walsall and with the WM Coaching Pool	Sean Pearce	Amber
CiM12	Find out what other regions are doing mentoring wise, especially South East as they launched a mentoring scheme over a year ago	Drew Cullen	Amber
CiM13	Send a copy of the CiM value statement to all CiM Council members for consideration and amendment, but also to raise awareness	Sean Pearce	Amber

Completed Actions:

CiM3	Find a venue for the 2014 AGM, date agreed is 6 th March but work needs to be done on finding a venue	Steph Simcox	Complete
CiM5	Speak to Finance Birmingham's marketing department with regards to how to successfully to 'the message' out there	Alison Jarrett	Complete
CiM6	Investigate opportunities on how to use social media to spread the CiM message, ie: Twitter, LinkedIn & Facebook (Google+ ??)	All	Complete

Recommendation: For Council to note the comments in the report.

To: CIPFA Midlands Quarterly Meeting

Author: Carl Ford

Date: 24 September 2013

Subject: Action Points

Ref	Action	Owner	Rating
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Outstanding Actions:

CIM4	It was identified there is the possibility to learn from the best practice of the South East region with regards to the use of Linked In	Sean Pearce	Green
CIM7	Consider whether CIM include Goodwill in their accounts. To feature an offline discussion. Action Plan developed with CIPFA. To be discussed today	Andy Morley	Amber
CIM8	Update regional contact list – deferred	Carl Ford	Amber
CIM10	Investigate the possibility of merging the student AGM with the main CiM AGM to help with numbers and economies of scale (on agenda)	John Bloomer	Amber
CIM11	Accelerate the work on the CiM mentoring scheme, drawing on the knowledge of Steph Simcox and the work she did at Walsall and with the WM Coaching Pool (deferred)	Sean Pearce	Amber
CIM 12	Find out what other regions are doing mentoring wise, especially South East as they launched a mentoring scheme over a year ago (deferred)	Drew Cullen	Amber

**Completed
Actions:**

CIM1	Steph Simcox to get email addresses from events bookings for the CIM electronic survey	Kelly Watson	Green (ongoing)
CIM2	Start to plan the Annual Seminar <ul style="list-style-type: none"> • Alison Jarrett – Lead • Kelly Watson – eShots • Carl Ford – Admin • Lisa Commane – Speakers • Paul Hector - Sponsorship 	As detailed	Green (ongoing)
CIM9	Email Faisal/Brett at CIPFA to get student figures for the Midlands	Sean Pearce	Amber

	(Numbers/Employers)		
CIM13	Send a copy of the CIM value statement to all CiM Council members for consideration and amendment but also to raise awareness	Sean Pearce	Amber



To: CIPFA Midlands Quarterly Meeting

Author: Pete Shakespear

Date: 10 December 2013

Subject: Action Points

Ref	Action	Owner	Rating
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Outstanding Actions:

CIM4	It was identified there is the possibility to learn from the best practice of the South East region with regards to the use of Linked In. Robert Street helping with the Linked In Offer. Deferred but in progress	Sean Pearce	Amber
CIM8	Update regional contact list – deferred	Carl Ford	Amber
CIM11	Accelerate the work on the CiM mentoring scheme, drawing on the knowledge of Steph Simcox and the work she did at Walsall and with the WM Coaching Pool (deferred)	Sean Pearce	Amber
CIM 12	Find out what other regions are doing mentoring wise, especially South East as they launched a mentoring scheme over a year ago. Drew has asked and will follow up (deferred)	Drew Cullen	Amber
CIM 13	KW to take forward the agenda for the forthcoming AGM and pick up processes for advertising new membership. All to think about new membership. Website to be updated.	Kelly Watson / All	Amber
CIM 14	Kelly & Steph to catch and agree support for JB and arrange a student speaker.	KW / SS /JB /NH	Amber
CIM 15	Events- can all board members make a commitment to attend at least one 6 th form management games event throughout 2014. Potential explored for sponsorship fund an increase in events from 6 to 8. This may also be funded from reserves.	All	Amber
CIM 16	Check with Robert St they are happy for more invoices to be processed for £30 paid events.	KW	Amber
CIM 17	Question time debates- can the group consider topical questions they would like to see an event arranged around	All	Amber
CIM 18	John B and Kelly W to speak with Michael K around Nottingham and increasing	JB / MK / KW	Amber

	student attendance at QT debates. Should we take QT on the road?		
CIM 19	Can the group email Kelly if they are not in receipt of emails etc from CIPFA or CIPFA Midlands events.	KW	Amber
CIM 20	Vickie to email all members Conference for the regions summary write up	VH	Amber
CIM 21	Pete to investigate the potential for Joint events with other accountancy bodies	PS	Amber

**Completed
Actions:**

CIM7	Consider whether CIM include Goodwill in their accounts. To feature an offline discussion. Action Plan developed with CIPFA. We already recognise and value volunteers. We could put a note to the accounts, but practical problems in putting a value on this. Decision to close action and not pursue.	Andy Morley	Green
CIM10	Investigate the possibility of merging the student AGM with the main CiM AGM to help with numbers and economies of scale. The decision was taken to Merge	John Bloomer	Green