

Draft Minutes

CIPFA SOUTH EAST REGIONAL COUNCIL MEETING

Date 6 December 2017
Time 1.45pm to 4.45pm)
Venue Boardroom, Penna 5 Fleet Place, London EC4M 7RD

Members	President	Amy Crowson
	Junior Vice President	Kathryn Long
	Regional Secretary/Vice President	John Barker
	Regional Treasurer	Nicki Cooper
	Corporate Members	Phil Butlin
		Stephanie Mitchener
		Mark Williams
	Immediate Past President/CIPFA Council Member	Rosanne Fleming
	Registered Students	Frances Slack
		Trisha Brigemohane
	Co-opted Members	Matt Bowmer
		Shelley George
		Alan Finch
		Philippa Watkins
		Nick White

AGENDA ITEMS

Action by

1. Apologies were received from Lillian Manning, Thomas England, Eric Keighley, James Cook, Alison Sweeting, Francois Landers.
2. Amy Crowson welcomed to Shelley George (replacing Kristina Afford, Wessex Hub Group).
3. Minutes and matters arising from meeting on 20 September 2017 were agreed.

Matters for discussion or decision

4. Budget Report and related matters and Development Plan update for 2017.
Budget v actual report at 3 December 2017
NC presented her report which also shows the projected outturn for the year. She requested any outstanding items to be notified to her by 20 December, with any expense claims. London Division transactions would be consolidated for the production of the Annual Financial Statement due to CIPFA by late January 2018.

JB reminded Council that the 2017 Development Plan format had been a transitional document but objectives contained in it could be reviewed as usual and summarised for the President's 2018 AGM report

5. Review of Autumn regional events

Autumn Conference 7/9 September – AS report was reviewed and the event was judged to be successful in its return to Wantage Hall. Council agreed that for 2018 there should be a progress report from the Working Group (likely to be chaired by Luke Webster) so that Council members could be encouraged to contribute more to promoting the event as the programme develops, and to allow sponsorship needs to be identified as early as possible in the year. This would demonstrate effective governance and financial stewardship for this key event in our events calendar. RF agreed to convey these requirements to the Working Group. **RF**

Speed Mentoring Evening 19 October – judged to be a success and Council agreed there should be further sessions arranged, if sponsorship could be agreed to support the initiatives. Council thanked Tom England and Stephanie for their work.

Pan Accountancy Lunch 20 October – attended by Amy Crowson, John Barker and Phil Butlin from Council, with Damien Pantling, Jamie Kidd and Tim Mpofu from the Student Executive.

Annual Dinner 10 November – judged to be a successful evening, with the addition again of Newly Qualified Members receiving certificates. JB will bring a first report for 2018 to January Council. **JB**

Wessex Hub Group Meeting 14 November – lunchtime event with approx.60 attending for the Grant Thornton presentation on Brexit Implications for public services. This presentation has had several deliveries from Irvana Dimitrova to our Hub and Conferences, As Brexit develops it will be available for further events.

6. Regional Development and Business Planning issues for 2018

AC/JB reported that the 2018 Business Plan submission on 1 October had been subsequently approved in principle at the Regional Forum, with the subvention bid of £18,000. Formal notification was still awaited though. A chance to make a supplementary bid by 11 December was also notified to regions and JB will bid for c£1,000 to help develop mentoring sessions across the region. **JB**

Implications for 2018 regional subvention and activity – NC has prepared a draft budget for 2018, based on the assumed £18k subvention. Council agreed this in principle, and would review for the formal 2018 Business Plan and Budget approval planned for 31 January 2018 Council. **NC/JB**

CIPFA Conference 2018 Bournemouth (liaison with SW Region proposed) – JB will contact CSW President and Francois Landers to identify what form of regional activity and/or conference support was proposed. Council agreed that CSE would support assistance to CSW

in principle - and would judge specific requests better when CSW had identified what may be required. **JB**

7. Regional Forum 6/7 November - report and related regional governance issues.

Council reviewed the report and discussed the Forum feedback from AC, JB, RF and PB who had attended. There was concern about some of the repetitive programme content and it was felt that there could have been more opportunity to enable regions to share their good practices during the Forum. Awards to CSE Region and JB were notified to Council.

The implications for regional governance (inclusion of elected CIPFA Council Members on Regional Councils) were noted and CSE constitution would be modified for presentation to 2018 AGM. **AC/JB**

8. Regional Events Plan 2017/18

A draft Events Plan was submitted with our 2018 Development Plan bids and will be updated as required. **All to note**

Matters for information or note

9. Update on Newly Qualified Members numbers and presentation options for 2018.

JB reported there were 22 new names added and he will update further at January Council. Council agreed to maintain a May 2018 presentation Evening Ceremony and will consider options for further ceremonies as numbers are quantified during the year. **All to note**

10. CIPFA Council and secretariat reports

RF summarised the main issues on the October briefing note (now attached to minutes as Annex 1) and advised there may be some role changes in early 2018 at CIPFA HQ as restructuring progresses.

11. CSN-SE report was presented by Frances Slack. She will advise JB on proposed 2018 Events to be included in the developing 2018 Events Plan. **FS**

12. Retired Members report submitted by Eric Keighley confirmed that 21 members had an enjoyable visit to Windsor Castle on 19 October. The Spring 2018 meeting was planned to be a visit to Chelsea Football Club.

13. AOB – none required.

14. Future 2018 meeting dates agreed as -

Regional Councils - 31 January, 9 May, 19 September, 5 December 2018

AGM/Spring Conference – is now confirmed for 19 March 2018.