

# Agenda

## CIPFA SOUTH EAST REGIONAL COUNCIL MEETING

**Date** 31 January 2018  
**Time** 2.30pm to 5.00pm (tea/coffee available from 2.15pm)  
**Venue** PA Consulting Group, 10 Bressenden Place, Victoria, London SW1E 5DN

<b>Members</b>	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
	Immediate Past President/CIPFA Council Member	Rosanne Nulty
	Retired Members' representative	Eric Keighley
	Registered Students	Frances Slack
		Trisha Brigemohane
		Vacancy
		Vacancy
	CIPFA Council Elected Members in Region	Lorna Baxter
		Christina Earls
		Richard Harbord
		Peter Kane
	Co-opted Members	Matt Bowmer
		James Cook
		Shelley George
		Alan Finch
		Alison Sweeting
		Philippa Watkins
		Nick White
		Lulu Yang
		Francois Landers

### Invited

## AGENDA ITEMS

1. Welcome to, and getting to know, CIPFA Council colleagues joining our Regional Council.
2. Apologies received
3. Minutes and matters arising from meeting on 6 December 2017 **(Paper SEO833)**

## **Matters for discussion or decision**

4. 2017 Development Plan and Budget - review of outturn **(Papers SEO834 1/3)**
- (1) Council is asked to confirm the plan delivery as shown in the attached 2017 Plan.
  - (2) The 2017 Budget v Actual Statement records income and expenditure and reserves.
  - (3) 2017 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 2017 to be presented with the audited Financial Statements for approval at the AGM on 19 March 2018.

Council is asked to approve these documents as the basis for the 2018 AGM reports.

5. Regional Development Plan 2018 **(Papers SEO835)**
- This draft has been prepared using our 2017 base activity, plus developments identified for 2018. The draft budget, reviewed at December 2017 Council, reflected its submission to CIPFA in draft form to meet the timescales for 2018 regional subvention allocations that were to be considered during the Regional Forum held on 6/7 November. A supplementary bid, made on 11 December, for development of mentoring was not approved. Our subvention for 2018 was confirmed as £18,000 on 19 January 2018.

The attached Regional Development Plan and associated budget and reserves proposed for 2018 therefore now requires formal approval by Council.

6. 2017 AGM and Spring Conference Programme – 19 March 2018 **(Papers SEO836)**
- (1) Draft AGM notice and agenda
  - (2) Regional Council succession planning
  - (3) Draft Spring Conference Programme

7. Proposed 2018 Autumn Conference – **(Paper SEO837)**  
Wantage Hall, Reading University, 6/8 September 2018
- Council has noted that Luke Webster was likely to be the Organising Group Chair for 2018 and Rosanne Nulty agreed to convey to the group the Council requirement that there should be a progress report presented to the January and May Council meetings to ensure financial stewardship. She has been nominated by the Group to present at this meeting. Council will be asked to make any further suggestions regarding the delivery of the 2018 event.

8. Annual Regional Dinner – provisional date 9 November 2018
- London Marriott Hotel has offered virtually similar term for a 2018 booking and is currently holding our preferred date of 9 November 2018. The terms offered will be used as a benchmark for further evaluation (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 9 May 2018 Council) after

consultation with our Regional President and Regional Treasurer.  
A progress report will be made to the 9 May Council meeting.

9. Speed Mentoring Scheme – options to maintain our 2017 initiatives.

Following the success of the initial event at our December meeting Council requested that the initiative should be continued to consider how further events could be organised.

Sponsor support is not guaranteed and the December 2017 bid for £900 (as a regional Development item) was not agreed by CIPFA.

Council is therefore requested to consider how further mentoring events may be resourced and supported.

## **Matters for information or note**

10. Events programme 2018 and related issues **(Paper SEO838)**

11. Institute Business

1. CIPFA Council – report by Rosanne Fleming (with additions by elected CIPFA Council members present). Drew Cullen’s briefing note is attached. **(Paper SEO839)**

2. CIPFA Secretariat update – report by Francois Landers.

## **Reporting on group activity**

12. SE-CSN business  
Progress report from Frances Slack **(Paper SEO840)**

13. Retired members’ group activities –  
Report from Eric Keighley on group activities.

## **Any Other Business**

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

## **Forward Diary**

15. Forward diary for 2018 – next meeting dates confirmed, or to be agreed are  
AGM/Spring Conference – Grant Thornton hosting on 19 March 2018  
Regional Council - 9 May, 19 September, 5 December 2018 (venues to confirm)

***John Barker***  
***Regional Secretary CIPFA South East***  
***csejb@live.co.uk***  
***07885 585670***  
***24 January 2018***