



Association of Directors of
Environment, Economy, Planning & Transport

GENERAL MEETING, 24th NOVEMBER 2016

Minutes of the meeting

Welcome and Apologies

Rupert Clubb, ADEPT President, welcomed Members to the meeting.

Minutes of last meeting

Minutes of the last General Meeting, which was held on 05 November 2015, were agreed as accurate.

Honorary Secretary and Treasurer's Report

The Honorary Secretary and Treasurer, Sonia Davidson-Grant, presented the Honorary Secretary and Treasurer's report, which provided an update on the current budget up to 01 November 2016. To date, ADEPT has recruited 11 new authority members, 3 new LEPs and 7 Corporate Partners.

The organisation needs to continue to increase membership, receive sponsorship for its events and be careful with its expenditure to continue to increase its reserves.

Members agreed to note the report and continue with the proposed strategy as set out.

Constitutional changes

Sonia outlined the proposals to a one off increase in authority and LEP fees by 20 per cent in 2017/18, remaining fixed for 2018/19 and 2019/20, with a review in 2019/20 to ensure fees remain appropriate. Also, for a one off increase in the special honorary member fee, from £25 to £50, remaining fixed for 2018/19 and 2019/20, with a review in 2019/20 to ensure fees remain appropriate.

Members queried whether LEP fees should be higher and also whether there should be a Sub-National Transport Body (SNTB)/Combined Authority (CA) fee. This was discussed alongside the need to increase membership and especially LEP and corporate membership.

Members agreed to increase authority and LEP fees by 20% and then fix for 3 years (with a review in 2019/20). The special honorary fee will be increased from £25 to £50, also with a review in 2019/20. The Secretariat will also research an appropriate fee amount for SNTBs/CA and offer membership to them.

Action: Secretariat



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Options for President's policy event

Rupert Clubb explained the reasons for the change and the options for a President's policy event. Future presidents may wish to change the event, but due to resource issues for 2017, the options below are the only ones available to ADEPT:

- Have a 2 day, 1 night event in East Sussex (the current President's authority) with a formal dinner and site visit, but no other social activities arranged.
- A 1 day policy event in London with a formal dinner/lunch.
- Do not hold an event but focus resource on the other ADEPT events.

The results of the poll were:

- East Sussex event – 7
- London event – 22
- Do not hold an event – 10

Members raised the importance of having a dinner to network in a more social environment, also, the possibility of combining the policy event and the AGM. The President's Team will consider this as the AGM is usually used for the formal sign off of the ADEPT policy prospectus.

Members therefore agreed to have a 1 day policy setting event in London with an evening dinner and for the possibility to combine the event with the AGM to be explored.

Action: Secretariat

Any Other Business

There was no other business.

Dates of Future Meetings

Key dates for future ADEPT meetings were noted.