



Association of Directors of  
Environment, Economy, Planning & Transport

## **Minutes of the General Meeting 23 November 2017**

The Radisson Blu Hotel, Manchester Airport

**Attendees:** See Annex 1

**Apologies:** See Annex 2

### **1. Welcome and apologies**

Simon Neilson, ADEPT President and Chair of the General Meeting, welcomed Members to the meeting. Apologies were received from some Members – See Annex 2.

### **2. Minutes of last General Meeting & Annual General Meeting (see [here](#))**

Minutes of the last General Meeting, which was held on 24<sup>th</sup> November 2016, and of the last Annual General Meeting held on 15<sup>th</sup> June 2017, were agreed as accurate.

### **3. Matters arising**

None.

### **4. Finance update (see [here](#))**

Neil Gibson (strategic finance lead for the Leadership Team) presented the financial update on the current budget up to 30 October 2017. To date we have recruited eleven authorities and one LEP, whilst six authorities and one LEP did not renew their membership. In summary we currently have 68 authority members, 13 LEP members, 5 national members and 15 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. In particular, Members were asked to recruit other authorities into the Association.

A question was asked about why it appeared easier to recruit Directors of Adult Social Services, Children's Services or Public Health to their respective associations – but not as easy to recruit Place Directors to ADEPT. Neil responded, saying it was a reflection of the diversity of Place Directors' professional backgrounds, and of the wide choice of professional bodies they could join.

It was emphasised that we wanted to collaborate more with LEPs. The success in recruiting and retaining corporate partners was also noted.

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

## **5. Financial Reserve Policy** (see [here](#))

Neil presented the proposed Financial Reserve Policy. This proposed that financial reserves be set aside on an annual basis to provide ADEPT with financial stability. Since ADEPT is relatively small, a modest change in the budget in any one year may have a disproportionate effect on the trading position of ADEPT. The Financial Reserve Policy is intended to minimise that effect.

Members approved the proposed Financial Reserve Policy.

## **6. Constitutional changes** (see [here](#))

Neil introduced the revised Constitution, which has been amended to reflect the recent changes to governance and membership, etc.

Members agreed to the revised document.

## **7. Any other business**

The only AoB received was positive feedback about the Conference.

## **8. Dates of Future Meetings**

- Annual Dinner – Thursday 3 May, Royal Horseguards Hotel, London
- President's Meeting – Friday 4 May, Royal Horseguards Hotel, London
- Annual General Meeting – Friday 4 May, Royal Horseguards Hotel, London

Dates of Subject and Subnational Board meetings, along with Working Groups, are listed on the ADEPT Events Calendar (see [www.adeptnet.org.uk/news-events/calendar](http://www.adeptnet.org.uk/news-events/calendar)).

## **9. Meeting closed 18:15**

# ADEPT

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## Annex 1.

<b>AGM attendees</b>		
Ashworth	Mike	Derbyshire County Council
Blackburne-Maze	Tom	Milton Keynes Council
Bartram	Hannah	ADEPT
Church	Laura	Luton Borough Council
Clubb	Rupert	East Sussex County Council
Smith	Adrian	Nottinghamshire County Council
Crick	Paul	Essex County Council
Carter	David	North Somerset Council
Eyers	Darryl	Staffordshire County Council
Geraghty	Peter	Southend on Sea Council
Gibson	Neil	Buckinghamshire County Council
Lee	Chris	Honorary Member
Mason	Barrie	North Yorkshire County Council
Lugg	Matthew	WSP
Neilson	Simon	Walsall Council
Harries	Mike	Dorset County Council
McKenzie	Carolyn	Kent County Council
Beach	Nicola	Essex County Council
Haydock	Alistair	Special Honorary Member
Bowe	David	North Yorkshire County Council
Davidson-Grant	Sonia	Special Honorary Member
Riglar	Nigel	Gloucestershire County Council
Smith	Rob	Hertfordshire County Council
Hewitt	Paula	Somerset County Council

## Annex 2. Apologies received

McCabe	Tom	Norfolk County Council