ADEPT South West Board
Terms of Reference (updated December 2025)

Background

The Association of Directors of Environment, Economy, Planning & Transport (ADEPT) is the voice of local authority place directors and their teams. Our members manage vital local services – from highways, waste, recycling and planning – while also preparing for the challenges and opportunities of the future.

ADEPT is a membership-based, voluntary organisation with members across England. We bring together directors from county, unitary, metropolitan and combined authorities, along with sub-national transport bodies and corporate partners. Collectively, our members provide services for more than 42 million people, manage 164,000 miles of road and handle around 65% of all recycled waste in England.

ADEPT members develop long-term strategies, investment and infrastructure needed to make their places resilient, sustainable, inclusive and prosperous. They drive clean, sustainable growth, delivering the programmes that are fundamental to creating more resilient communities, economies and infrastructure. These services include housing, environmental and regulatory services, planning, economic development, culture and highways and transport.

Find out more at: www.adeptnet.org.uk

The South West Board

Remit

The South West Board leads ADEPT's understanding and response to strategic issues and policies in the South West of England. While local authorities in the region may have differing priorities, economic growth is a shared aspiration and often needs to be unlocked and fostered through joint partnership working. In all situations, sustainable growth requires good quality planning, investment and infrastructure.

The Board provides space for its member organisations to respond to, influence and support each other in addressing and implementing strategic policies and issues relevant to the region. Regular items may

include climate change and the environment, discussions with government departments and partner agencies on policy changes, consultations and place-based funding, and the challenges faced by local government.

Membership

The Board's membership is voluntary and drawn from Directors and Heads of Service at member local authorities and Combined Authorities as well as alumni from the ADEPT Leadership Development Programme. It includes representatives from:

- Bath & North East Somerset Council
- Bournemouth Christchurch & Poole Council
- Bristol City Council
- Cornwall Council
- Devon County Council
- Dorset Council
- Gloucestershire County Council
- North Somerset Council
- Plymouth City Council
- Somerset Council
- South Gloucestershire Council
- Torbay Council
- Wiltshire Council
- West of England Combined Authority (WECA)

Number of local authorities in the region: 15

Non-members: Swindon and Isles of Scilly

Key personnel:

- Chair: Mickey Green, North Somerset Council (mickey.green@n-somerset.gov.uk)
- Secretary: Sara Stock, North Somerset Council (sara.stock@n-somerset.gov.uk)

If you would like more information, then please contact the Chair.

Agenda Categories

The agenda is driven by the members and meetings are based around a theme, incorporating national input alongside local best practice. Agenda items typically fall into four categories:

- 'Devolution with a Purpose' – keeping up with regional 'deals' and national policy thinking
- Partner challenge – getting a third party view on the effectiveness of council place shaping
- Good practice shorts – sharing and learning
- Emergent policy / practice issues – that may need to be raised nationally through ADEPT

Meetings and Other Activities

The South West Board meets on a quarterly cycle. Meetings cover updates from Government departments and agencies on current issues. Invited speakers may also give presentations and updates on specific topics. Ad hoc meetings may also be called to discuss urgent issues.

The Board seeks to keep members up to date on current issues and share knowledge and best practice between members by circulating information between meetings.