Annual General Meeting

Wednesday 13th May 2026

One Great George St, London

Chair	Angela Jones, ADEPT President (Westmorland & Furness Council)
Attendees & apologies	See end of document
In attendance	Hannah Bartram (Chief Executive Officer), Kylie Russell (Deputy Chief Executive Officer), David Dale (ADEPT Policy Officer), Katherine Mills (Secretariat)

No.	Item	Presented by
1	**Welcome and apologies**	Angela Jones
2	**Minutes of last Annual General Meeting** The minutes of the 2025 Annual General Meeting were signed off.	Angela Jones
3	**Matters arising** There were no matters arising.	Angela Jones
4	**President's update** Angela had no further updates following her closing conference speech.	Angela Jones
5	**Introducing the Strategic Plan** The Strategic Plan has now been published. This is following a consultation with members and input from the Leadership Team. The document is now electronic which will allow us to update it annually.	Hannah Bartram
6	**Annual reporting** **6.1 Annual Review 2025/26 and Forward Plan 2026/27** Despite significant pressures on budgets, LA membership has remained static while we have recruited more Corporate Partners and Combined Authorities. Our events continue to attract excellent numbers, both online and in-person. Securing sponsorship income is becoming more challenging, however.	Hannah Bartram

With thanks to our Corporate Partners, we introduced a Bursary Fund to support LA attendance at the spring & autumn conferences.

We launched two exciting new programmes last summer:

- The Carbon Leadership Programme, in partnership with Proving Services.
- The Digital Academy, with Multiverse.

Our L&D programmes continue to go from strength to strength, and we plan to launch an Energy Systems Training Programme this year.

We met with a number of MPs, as our profile with parliamentarians continues to grow. We also responded to a number of government consultations (the NPPF taking the prize – our response was almost 90 pages, and we did not respond to every one of the 225 questions) and select committee inquiries.

Last May we established a monthly meeting for those place directors going through significant political change; we recently published a briefing note on the same issue.

Over 450 people attended the series of LGR and devo webinars we ran last summer; and we are publishing a LGR highways toolkit today.

Along with existing good links to DfT and Defra, our connections with MHCLG and DESNZ are improving plus we are developing closer links to DfE in relation to Homes to School Transport issues and DSIT with regards to mobile infrastructure planning.

The seven Live Lab projects finally concluded after three years of testing & trialling different approaches to reducing carbon emissions and delivering efficiencies at the same time.

We secured additional funding for the Live Labs 2 programme – this will be used to 'shift the dial' on adoption of the successful LL2 outputs; to ensure those ideas and solutions are understood, adopted and embedded in the local highways sector across the UK.

We published An Introduction to Talking Climate communications guide, developed in partnership with Yorkshire & Humber Climate Commission.

- We worked with the Environment Agency to develop a Rapid Adaptation Pathways Assessment toolkit, to help local authorities take adaptation actions at the right time and avoiding the cost associated with acting too early or too late.

6.2 Financial report 2025/26

<u>Key points</u>

In summary the overall surplus for 2025/26 was £13k against a budgeted deficit of £16k – a positive variance of £29k.

	Key reasons for this are: • New commercial partnerships – primarily the Carbon Leadership Programme and Digital Academy - which are generating a healthy surplus. • Recruiting new Corporate Partners. • Continued high demand for our L&D programmes. We have just under £300k in reserves – this money is split across a number of high interest savings accounts. The budget for 2026/27 currently shows an End of Year deficit – primarily due to additional expenditure on admin and policy support, and public affairs work. We will work to tackle this by securing higher levels of sponsorship, agreeing more commercial partnerships, and launching new paid-for programmes.	
7	**Key board activity updates** Pre-issued papers contained the highlights from the Subject and Regional Boards. Comments A big thank you and congratulations to Andrew Cook who has taken on the role of Chief Executive at Suffolk County Council. Angela thanked him for his support during her presidency and wished him well for the future. Mark Doran will pick up the role of Chair for the East of England Board.	ALL
8	**New publications: to note.** • Navigating highway's services through local government organisation: publication • Local Highways climate adaptation guide • Supporting the transition to electric vehicles position paper The above were published today and can be viewed via the embedded links.	Hannah Bartram
9	**Changes to the President's Team** 9.1 Katie Stewart was confirmed as President 9.2 Andrew Gutherson was confirmed as 1st Vice President 9.3 Chris Henning was elected as 2nd Vice President 9.4 David Shepherd was elected as 2nd Vice President All members were in favor of these appointments. The Chain of Office was handed by Angela Jones to Katie Stewart. Katie thanked Angela for all her hard work over the last year which was echoed by attendees at the meeting.	Angela Jones

10	**Any other business** None raised	Angela Jones
11	**Formal close**	Angela Jones

Attendees

Andy Gutherson, Lincolnshire County Council
Ann Carruthers, Leicestershire County Council
Nigel Riglar, South Gloucestershire Council
Carolyn McKenzie, Surrey County Council
Chris Henning, Derbyshire County Council
David Shepherd, Kirklees Council
David Gibson, Essex County Council
James Bailey, Staffordshire County Council
Mickey Green, North Somerset Council
Mark Doran, Hertfordshire County Council
Sarah McLaughlin, Hertfordshire County Council
Katie Stewart, City of London
Colin Chick, Gloucestershire County Council
Mark Kemp, Special Honorary member
Grahame Bygrave, Norfolk County Council