

## Work Plan 2020/21

To note: the work plan is framed around the delivery model agreed at the AGM (June 2019)

Objective	Outcomes	Activity
1. Membership services	1.1 Grow the membership, particularly LAs	<ul style="list-style-type: none"> <li>• 90 county &amp; unitary authorities (+7)</li> <li>• 4 CAs (+1) &amp; 4 STBs (+1)</li> <li>• 12 LEPs (-)</li> <li>• 3 national / regional associations (-)</li> <li>• 20 Corporate Partners (-)</li> </ul> <p>Maintain a retention rate of 95%</p> <p>Run two CP seminars (Sept '20 &amp; March '21)</p>
	1.2 Grow income from sponsorship	Secure sponsorship for: <ul style="list-style-type: none"> <li>• Annual Awards Dinner (May)</li> <li>• NTM Conference (Oct)</li> <li>• Autumn Conference (Nov)</li> <li>• Live Labs expo (Dec)</li> <li>• Highways Innovation conf (Feb)</li> <li>• Any climate change related event</li> </ul>
	1.3 Partnership with Proving Services	<ul style="list-style-type: none"> <li>• Promote future highways research group (FHRG) &amp; benchmarking services – relaunch Q2/3</li> <li>• Promote / administer Highways Innovation conference (Feb '21)</li> <li>• Launch / promote waste benchmarking service (date tbc)</li> </ul>

	1.4 Leadership Development Programme (delivered by SOLACE)	<ul style="list-style-type: none"> <li>• Administer 2 cohorts</li> <li>• Recruit / train more mentors</li> <li>• Support informal networking of past cohorts</li> <li>• Run ‘mock interview’ programme in partnership with Odgers</li> <li>• Offer further training e.g. political awareness</li> <li>• Recruit cohorts for 2021/22 (commencing Q4)</li> </ul>
	1.5 <i>Excellence in Place Leadership</i> programme (with Amey)	<ul style="list-style-type: none"> <li>• Promote outputs of each session</li> <li>• Plenary session at Autumn Conference Nov ‘20</li> <li>• Recruit delegates for Year 2 (commencing Q4)</li> </ul>
2. Networking & Learning	2.1 Subject & Regional Boards plus working groups: enhance delivery and impact	<ul style="list-style-type: none"> <li>• Annual / medium term work plans</li> <li>• More joint Board meetings</li> <li>• Seek opportunities to run technical workshops</li> <li>• Look to engage with SMEs</li> <li>• Chairs to maintain and/or establish strong relations with relevant government departments and other organisations</li> <li>• Re-establish regional boards in Yorkshire &amp; Humber/NW/NE</li> </ul>
	2.2 Maintain strategic engagement with key bodies	<p>Continued regular engagement with key government departments and agencies plus other relevant organisations – build on positive outcomes of Covid-19 activity</p> <ul style="list-style-type: none"> <li>• Defra, Treasury, DfT – priority to engage at ministerial level</li> <li>• DCMS, MHCLG, BEIS</li> <li>• ADPH, ADASS, ADCS</li> <li>• LEDNet, LEP Network, LGA</li> <li>• Climate change organisations</li> <li>• Highways England, Network Rail, Homes England</li> </ul>

3. Research & Development	3.1 SMART Places Live Labs programme	<ul style="list-style-type: none"> <li>• Effective learning &amp; dissemination programme</li> <li>• Ongoing comms</li> <li>• Deliver Live Labs Expo</li> <li>• Secure DfT funding for 2021-22</li> </ul>
	3.2 Climate Change	<ul style="list-style-type: none"> <li>• Support members with tools, advice, blogs, other materials</li> <li>• Develop COP26 comms strategy (Q3)</li> <li>• Publish shared policy asks (Q2)</li> <li>• Develop proposal &amp; secure support for CC Live Lab</li> </ul>
	3.3 Public Health	<ul style="list-style-type: none"> <li>• Support Nigel Riglar on Public Health Research Programme</li> <li>• Other?</li> </ul>
	3.4 Highways Sector Council	<ul style="list-style-type: none"> <li>• Agree governance with co-founders</li> <li>• Engage with key work areas</li> <li>• Promote / support delivery of outputs</li> </ul>
	3.5 Skills	<ul style="list-style-type: none"> <li>• Publish / promote skills policy position</li> </ul>
4. Influencing & policy development	4.1 Funding	<ul style="list-style-type: none"> <li>• Influence Spending Review</li> <li>• Respond to Shared Prosperity Fund consultation</li> <li>• Further work with ADASS, ADPH, ADCS also LGA</li> </ul>
	4.2 Infrastructure & Communities	<ul style="list-style-type: none"> <li>• Refresh housing policy position</li> <li>• Focus on decarbonisation of transport agenda</li> <li>• Publish skills policy position &amp; follow up (see above)</li> </ul>
	4.3 Climate change & environment	<ul style="list-style-type: none"> <li>• Influence Environment Bill</li> <li>• Deliver CC work programme (ongoing)</li> <li>• Publish/promote shared policy asks (Q2)</li> <li>• COP26 (date tbc in 2021)</li> <li>• Public health (see above)</li> </ul>

5. Organisational development	5.1 Independent review of ADEPT	<ul style="list-style-type: none"> <li>• Repeat the 2017 impact study (Q3)</li> </ul>
	5.2 ADEPT Status	<ul style="list-style-type: none"> <li>• Investigate options for ADEPT's status (i.e. limited company)</li> <li>• Present options paper at General Meeting (Nov '20)</li> </ul>
	5.3 Ongoing support (Secretariat)	<ul style="list-style-type: none"> <li>• Secure new supplier for ADEPT events</li> </ul>

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