



General Meeting

Thursday 18th November 2021

The Apex Hotel, Bath

Chair	Paula Hewitt
Attendees	Nigel Riglar, Adrian Smith, Angela Jones, Mark Kemp, Paul Bellotti, Steve Lee, Ian Thompson, Anthony Payne, Ann Carruthers, Carolyn McKenzie, Sue Halliwell, Steve Read, Darry Evers, Neil Gibson, Matthew Lugg, John Sellgren
Apologies	None received
In attendance	Hannah Bartram (Chief Operating Officer), David Dale (ADEPT Policy Officer), Helen Leach (Secretariat)

The meeting opened at 17:30.

	Item	Lead
1	Welcome and apologies	Paula Hewitt ADEPT President
2	Minutes of last Annual General Meeting The minutes of the last General Meeting (November 2019) and the last Annual General Meeting (May 2021) were agreed. There were no matters arising from the last meetings.	Paula Hewitt
3	ADEPT – change to organisational status At the Annual General Meeting the Leadership Team put forward the proposal to change ADEPT’s organisational status. We have received approval to proceed from the membership. It has been agreed that we will not change the look and feel of ADEPT and that the organisation must have efficient governance and be effectively administered. We have brought forward a set of proposals that have achieved this. Nigel and Hannah asked the membership for agreement on this at the meeting. There will be an 8-week engagement period to welcome comments from the membership. If membership agrees and gives support the change will come into effect on 1 st April 2022 to match up with the start of the next financial year. All present agreed to support the proposals.	Hannah Bartram COO Nigel Riglar Immediate Past President

	Item	Lead
4	<p>Financial update</p> <p>We budgeted for a modest year and it looks like the surplus will be more than anticipated.</p> <p>Membership has increased to:</p> <ul style="list-style-type: none"> • 90 local authorities • 14 LEPs • 5 national/regional bodies • 21 corporate partners • 4 combined authorities • 4 STBs <p>Future Highways Research Group and our development programmes are attracting people to ADEPT. Sponsorship support is good. Reserves are also looking healthy.</p> <p>Darryl Evers asked about the impact on income if the government decides to close down LEPs.</p> <ul style="list-style-type: none"> • This will be minimal as we charge a low membership fee per LEP. <p>Carolyn McKenzie asked about our coverage in the North of England.</p> <ul style="list-style-type: none"> • We are growing the Yorks & Humber and North West Boards and are inviting non-members to these meetings. This is helping to convert some to members. However, the NE remains a difficult place to establish a regional board. <p>Nigel Riglar pointed out that we are more influential than we have been before. A wider group of councils is accessing ADEPT, and virtual meetings have been a great tool for encouraging engagement.</p> <p>Ann Carruthers asked if there has been any research in getting feedback from our members.</p> <ul style="list-style-type: none"> • We have commissioned Shared Intelligence to do this work (repeating the exercise from three years ago) – the report is expected soon. <p>Matthew Lugg commented that this becomes self-fulfilling: as we get more members, we get a greater response, which leads to more members.</p>	Hannah Bartram
5	<p>Membership fees</p> <p>It was agreed to increase membership fees for 2022/23 for all membership categories by 3%, reflecting CPI.</p>	Hannah Bartram
6	<p>Policy positions published during 2021</p> <ul style="list-style-type: none"> • LEPs review (policy challenge paper) • Housing (refreshed) • Transport Decarbonisation Plan (policy challenge paper) <p>These were circulated prior to the meeting for information.</p> <p>Paula thanked the Secretariat team for their hard work.</p>	Paula Hewitt

	Item	Lead
	<p>We are getting very good engagement from government departments – more than in the past.</p> <p>We have run a number of one-off webinars for DfT and Defra to engage with LAs on emerging policy. Feedback is that these are very valued by departments. We are keen to expand this approach with DLUHC.</p> <p>Darryl Evers commented that the work of the Engineering Board / UKRLG hadn't been mentioned with regards to supporting DfT in securing increased highways funding. Although levels of funding remained static, securing a three-year funding agreement is a great achievement.</p> <p>John Sellgren asked how we get DLUHC over the line.</p> <ul style="list-style-type: none"> • There is some traction. Paula has been invited to a Planning roundtable; she and Hannah have met several times with the DG, Emran Mian. The Director of Planning occasionally attends the planning working group and spoke at the Conference today. We also have good relations with the Head of Local Government Climate Change. We continue to pursue meetings with key senior officials, particularly those working on the levelling up agenda. 	
7	<p>Key ADEPT meetings 2022</p> <ul style="list-style-type: none"> • Live Labs Expo: Wednesday 1st December, Derby • Spring Conference, AGM and Annual Awards Dinner: Thursday 26th May 2022, London • Autumn Conference, November 2021, precise date and venue to be confirmed, we are considering Leeds. This met with approval. 	
8	<p>AOB</p> <p>None raised.</p>	
9	<p>The meeting closed at 17:54</p>	