



Association of Directors of
Environment, Economy, Planning & Transport

Annual General Meeting

16.15 – 17.15, Thursday 27th June 2019

One Drummond Gate, London, SW1V 2QQ

Chair Neil Gibson

Attendees Darryl Evers, Adrian Smith, Mark Kemp, David Carter, Martin Tugwell, Rupert Clubb, Nick Skelton, John Lamb, Rob Smith, Nigel Riglar, Peter Geraghty, Sue Halliwell, Mark Stevens, Steve Lee, Anthony Payne, Mark Corbin, Neil Gibson, Matthew Lugg, Laura Church

Apologies Tristan Samuels, Andy Tatt, Ann Carruthers

In attendance Hannah Bartram (Chief Operating Officer), Julie Everett (Coast Communications), David Dale (ADEPT Policy Officer), Helen Leach (Secretariat)

	Item	Lead
1	Welcome and apologies	Neil Gibson
2	Minutes of last Annual General Meeting The last Annual General Meeting minutes were agreed. The minutes of the General Meeting, Nov 2018 contain an error – Matthew Lugg should be listed as from SHM rather than WSP.	Neil Gibson
3	Matters arising There were no matters arising from the last meeting	Neil Gibson
4	Annual reporting We have had an increase in membership and income. Any surplus income that comes in is put back in to ADEPT. We want to develop a mentoring programme to re-invest the money we have. We are constantly building on and cementing ADEPT's reputation. Outcomes of Shared Intelligence review – very positive overall and clear on how members want us to grow. Neil Gibson invited the past presidents present to comment on the recent past presidents' lunch.	Hannah Bartram, COO

	Item	Lead
	<p>Rupert Clubb: it was a classic example of non-diversity, attended by all white males. They were very interested in hearing from Hannah.</p> <p>Matthew Lugg: the past presidents really value the meeting</p>	
5	<p>Adapting the ADEPT business model: preparing for the future</p> <p>The recent survey was broadly supportive of the refreshed ADEPT business model. Neil Gibson invited the membership to give their views and the business model was agreed.</p>	Neil Gibson
6	<p>Excellence in Place Leadership</p> <p>Darryl Evers summarized the Excellence in Place Leadership scheme.</p> <p>Comments:</p> <ul style="list-style-type: none"> • We need to ensure the right people are in the room for decisions – we should not fall into the trap of only having directors • The themes are in paper, the leadership team is not telling members how to implement the recommendations as they will know who their people are • The paper is going out next week. 	Darryl Evers
7	<p>Key Board Activities Updates</p> <p>Neil Gibson invited members to raise any comments or issues arising from the board updates – there were none.</p> <p>The new Transport/Connectivity Board was agreed – Nigel Riglar invited interest from anyone who would like to lead the group going forward.</p> <p>The Digital Connectivity positioning statement was released today and gives us a good basis to proceed.</p> <p>The health impact of 5G is not covered in the statement – it was agreed that the statement should be updated to reflect Public Health England’s clarification that there is no health risk.</p>	ALL
8	<p>President’s Update</p> <p>ADEPT has had a fantastic year. As always it’s been a privilege and an honour to be asked to do it.</p>	Neil Gibson
9	<p>Changes to the President’s team</p> <p>9.1 Darryl Evers was confirmed as president</p> <p>9.2 Nigel Riglar was elected as 1st Vice President</p> <p>9.3 Paula Hewitt was confirmed as 2nd Vice President</p> <p>9.4 Laura Church was elected as 2nd Vice President</p> <p>Darryl Evers thanked Neil Gibson for his time as President and</p>	Neil Gibson

	Item	Lead
	<p>outlined his main priorities for his term as President:</p> <ul style="list-style-type: none"> • To bring ADEPT together with the other associations so that we are speaking to government with one voice • To concentrate on diversity and inclusion within our organisation • To deliver the business model that has just been signed off 	
10	<p>Any other business</p> <p>There was no other business</p>	Neil Gibson
11	<p>Dates of future meetings</p> <p>The Autumn Conference takes place on 21st/22nd November in Bath and the General Meeting is held then.</p> <p>The Inaugural National Traffic Managers' Conference is being held on 3rd October at Leicester Tigers ground, Welford Road.</p>	Neil Gibson
12	The meeting closed at 16:35	