

Draft Minutes

CIPFA SOUTH EAST REGIONAL COUNCIL MEETING

Date 7 December 2022
Time 3.00pm – 5.00pm
Venue TechnologyOne. 10 Eastbourne Terrace, Paddington, London W2 6LG
(Hybrid Meeting)

Present	President	Kathryn Long
	Junior Vice President	Nicki Cooper
	Regional Secretary/Vice President	John Barker
	Regional Treasurer	Nicki Cooper
	Regional Website Administrator	Lillian Manning
	Corporate Members	Trisha Brigemahone
		Cath Edwards
		Thomas England
		Stephanie Mitchener
	Retired Members' representative	Vacancy
	CIPFA Council Elected Members in Region	Chris Roberts
	Co-opted Members	Will Goodchild
		Honor Green
		Lauren Gough

AGENDA ITEMS

Action by

1. Kathryn welcomed Lauren to her first meeting.
2. Apologies received for today's meeting from Amy Crowson, Michael Docherty, Naeem Ahmed, Ian Williams, Lorna Baxter, James Kidd, Daniel O'Rourke, Nick White and Joanne Pitt. Philippa Watkins has left CIPFA Penna and resigned from our Regional Council.
3. Minutes from 30 September virtual meeting were agreed.

Matters for discussion or decision

4. Regional Development Plan 2022 delivery – Council briefly reviewed and no further comments. The 2023 Plan has been prepared and Council is awaiting feedback on it and the subvention offered for 2023 to deliver (see item 6)..
5. Regional Treasurer's Report.
The Budget v Actual statement at 2 December 2022 was reviewed. This will be updated in early 2023 with the final items from our 2022 activity included when all are confirmed. Nicki requested that any outstanding expense claims be sent to Will for payment asap

All to note

Action by

6. Regional Development Plan and Budget 2023.
The version attached was delivered to CIPFA HQ on 14 October, in accordance with the submission timetable. We expected it to be reviewed and an announcement on 2023 subventions to be made during the 3/4 November Regional Forum. However, that did not happen but we were advised that some 'feedback' would be sent 'as soon as possible'. To date, there has been nothing received – and a verbal update was given at Council to confirm there was no further feedback received to date. Kathryn and John will continue to chase CIPFA so that a draft budget for 2023 can be prepared asap. **KL/JB/NC**

7. Succession Planning Working Group (SPWG) progress report.
The group had met virtually at fortnightly intervals since the 19 July Council. The group is developing role descriptions for Council review and approval. Two attachments are -
 - Website Administrator
 - Developing draft for the Sponsor/Events Lead roleThe SPWG will continue to meet to complete the work required to ensure there are robust and sustainable arrangements in place. We also expect to be able to confirm the budget available for 2023 to begin to achieve this when the subvention is confirmed. Council reviewed and agreed the two attachments and noted that SPWG will continue work and identify a budget requirement when the 2023 subvention is confirmed. **SPWG**

8. Regional Events Plan 2022 (V21 – 3 October 2022).
The final version for 2022 to December 2022 and an initial draft for 2023 in the 2023 Regional Development Plan were noted. Feedback on the 11 November Annual Regional Dinner was positive. The planned East Sussex Hub Group and London Division seminar on 9 December were postponed to Spring 2023 – both due to last minute speaker availability issues.
Council was requested to offer suggestions for topics/presenters for our 2023 CPD events programme – live events and regional virtual sessions. **All to note**

Matters for information or note

9. Institute Business
CIPFA Council/Secretariat – Joanne Pitt was unable to attend, so no update was received. Kathryn reported that the EDI group continues to meet, Naeem is our regional representative and will circulate progress information as future meetings take place. **NA**

Reporting on group activity

10. Regional Student network – Michael Docherty did not attend but a year-end report by the Student Executive should be prepared and circulated subsequently. Honor outlined the key autumn events including the successful quiz evening. **MD**
11. Retired Members' Group activities –
Eric Keighley had confirmed that he needs to relinquish his role in organising

Action by

future events and a volunteer replacement opportunity will be advertised in our newsletter and website.

KL/JB/LM

Any Other Business

11. No other business.

Forward Diary

13. Forward dates/venues/formats etc for 2023 Council business agreed as -
1 February 2023 (date agreed/format and venue tba)
27 April 2023 Regional AGM & Spring Conference
(to be hosted by Grant Thornton at 30 Finsbury Square, London)
Further 2023 dates will be confirmed at our 1 February 2023 meeting

John Barker

Regional Secretary CIPFA South East

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14 December 2022