

# minutes

CIPFA Midlands Council Meeting

Date 3 December 2009

Venue PwC offices, Castle Donington

Present:

Steve Wellings	President
Lisa Commane	Vice President
Sue Smith	Regional Secretary
Brian Berry	Regional Representative
Jon Crockett	Council Member
Andy Burns	Council Member
Alison Jarrett	Council Member
Tony Kirkham	Council Member
Michael Kitts	Council Member
Sean Pearce	Council Member
Suzanne Jones	SE Area Rep & National Council Member
Chris Lees	Academic Rep

## 1 Apologies

Mike Burns	HFMA Rep
Ben Jarrett	Deputy Regional Secretary & Website Co-ordinator
Drew Cullen	Director of Marketing & Communications
Kelly Watson	CIPFA Student Rep & SE Area rep
Brian Roberts	Council Member
Paul Hector	Council Member
Mark Lovell	SE Area Rep
Colin Sharpe	Website Co-ordinator
Andy Morley	Treasurer
Carole Mills-Evans	Immediate Past President
Mark Lawrie	Council Member
Steph Simcox	Council Member

## 2 Minutes of the meeting 11 June 2009

The minutes were approved as an accurate record.

SW thanked MK for hosting the Council meeting, and asked Micheal to give a brief background to the PwC offices at Castle Donington.

It was agreed to hold every other meeting in Birmingham, with other meetings being held throughout the Region. Offers were received from SJ and AB. It was also agreed to publicise to members where the meetings are to be held.

### 3 2010 Development Plan

SW presented the draft 2010 Development Plan which reflected the thoughts of CM Council and the BftR. The financial information was not included. SW reported that the BftR has approved a new format for Regional development Plans going forward, and that the CM 2010 Development Plan must be finalised and forwarded to Robert Street by the end of December.

There was a lengthy discussion about diversity in CIPFA and CM. LC to look at a future agenda item on diversity. This led to a discussion on how best to contact 'heads of profession' to promote CIPFA, and also to targeting university students through 'careers fairs'. SW to take this to BftR. SSm to invite Faisal Khan to the January CM Council meeting to discuss all these areas.

It was agreed that CM needed a 3 year rolling development plan that should be completed by June 2010. LC to lead a team to produce a 'working document' based on the 3 year plan and following the 'regional activities model'.

Each item in the Development Plan was discussed and amended where necessary.

There was a lengthy discussion about what CM's role is, what its remit is, how events should be organised, what it should be doing and how it should be doing it; the support Regional Council members should give to the Student Society and the Area Execs, and the support that 'local' National Council members should give to CM.

BB and SP to contact the Student Society by finding out how CM can support them better, what they want from the Council and what the Council wants from them.

Publicity and communications were discussed. MK to lead on developing a communications strategy and bringing it back to Council.

It was agreed that the 2010 CftR was a flagship event for CM, and as 2010 is also CIPFA's 125<sup>th</sup> Anniversary year, CM support of the event should be set at £5000 maximum.

It was further agreed that all events in 2010 should be badged as '125<sup>th</sup> anniversary' events, and if support is needed for any event it will be considered by the Council.

The need for financial information to be added to the development plan was discussed, it was agreed that this should be reduced to a one page summary, but that the full accounts would be presented at the AGM.

### 4 Updates

- 4.1 LC gave a verbal update on the 2009 seminar and dinner. The event made a surplus of around £1000 and received very positive feedback from the delegates. The date, venue and theme for the 2010 event was discussed.

SW formally thanked LC for leading the S&D organising team for the past few years as she is stepping down from the role in order to lead the CftR 2010 team.

- 4.2 AJ gave a verbal update on the events planned for 2010 by the Western Area, these include a joint event with CIMA and one with PIN.

- 4.3 CF provided a paper from the Student Society. SS to invite CF to attend the Council meeting in January.

- 4.4 NF provided a paper on the success of the 2009 CATS events. SW wished to record his thanks to NF who is standing down as CATS Chair after many years in the role.
- 5 Setting up working groups
  - 5.1 AGM – need to decide venue, lead for the team. Team members, SSim, PH, SSm, KW.
  - 5.2 CftR – SW, LC, SSm, SSim, PH, SP, SJ, TK, Susan Tytherleigh, Tim Day.
  - 5.3 S&D – AJ (lead), SSm, PH, SSim.
  - 5.4 CIPFA Conference 2011 – AB (lead), AJ, SW, BB, SSm, SJ
  - 5.5 Communications team – MK to organise a brainstorming session with someone from PwC comms team, someone from Birmingham CC comms team, BJ and CS
- 6 Council member nominations 2010 – 2012  
SS reported that 5 Council members and 4 officers terms of office were due to end in March 2010.
- 7 AOB  
BB reported that the situation with regard to Wales had been discussed at the BftR meeting. Papers had been sent to the 3 regions involved. If the papers are accepted at the January BftR the new regional boundaries will have to be defined. It is proposed that CM will end at the Welsh border.

The meeting closed at 1.00pm

**CM Council Meeting 3 December 2009****Action Points**

<b>Agreed Action</b>	<b>Agenda item</b>	<b>By whom?</b>	<b>By when?</b>
Look at the possibility of combining Council meetings with other events	<b>Item 2</b>	Jon Crockett	on-going
Create a 3 year rolling development plan	<b>Item 3</b>	Steve Wellings	June 2010
Source information on CIPFA/CM diversity profiles and share with Council	<b>Item 3</b>	Lisa Commane	asap
Discuss Regional attendance at careers fairs with the BftR	<b>Item 3</b>	Steve Wellings	asap
Prepare an article for Centrepag on the CIPFA 'network' created by AB with Staffordshire 'partners'	<b>Item 3</b>	Andy Burns	asap
Faisal Khan to be invited to the January Council meeting	<b>Item 3</b>	Sue Smith	January 2010
Create a working document for the Council to use, based on the 3 year rolling development plan, following the Regional Activities Model	<b>Item 3</b>	Lisa Commane/ Michael Kitts/ Andy Burns	June 2010
Contact Drew Cullen to discuss why Public Finance is no longer used for Regional contact with members	<b>Item 3</b>	Steve Wellings	asap
Carl Ford to be invited to the January Council meeting	<b>Item 4.3</b>	Sue Smith	January 2010
Council support to the Student Society to be increased by Council members attendance at some Student Society meetings	<b>Item 4.3</b>	Sean Pearce/ Brian Berry	on-going
Neil Farquharson to be thanked formally for his term as CATS Chair	<b>Item 4.4</b>	Steve Wellings	asap
Invite CIPFA Vice President to Annual Dinner 2010	<b>Item 5.3</b>	Sue Smith	asap
Determine a communications strategy for consideration by the Council	<b>Item 5.5</b>	Michael Kitts/ Ben Jarrett/Colin Sharpe/ PwC Comms team/ Bham CC Comms team	asap
Paul Brown (KPMG) to be contacted to discuss his interest in CM Council	<b>Item 6</b>	Steve Wellings	asap
Andy Morley/Paul Simpson/Ben Jarrett to be asked whether they wish to stand again for a further term of office	<b>Item 6</b>	Sue Smith	asap