

**CIPFA IN THE MIDLANDS
MINUTES FROM THE MEETING HELD ON 3rd JULY 2008
AT SITECH TRAINING AND CONFERENCE CENTRE, STOKE ON TRENT**

Present

Carole Mills-Evans	Paul Hector
Lesley Piper	Chris Gill
Andy Morley	Sue Smith (SSm)
Brian Berry	John Haste
Alison Jarrett	Sean Pearce
Jon Crockett	Paul Simpson (Psi)
Mike Burns	Mark Lovell
Phil Spencer (PSP)	Kelly Watson
Clare Powell	Ben Jarrett
Chris Lees	Steph Simcox (SScx)
Barry Mather	

MANAGING WELL

Apologies

Colin Sharpe	Drew Cullen
Lisa Commane	Melanie Brittain
Simon Bentley	Rachel Edden
Neil Farquharson	Mark Lawrie
Steve Wellings	Brian Roberts

Minutes of the last meeting

The minutes were agreed

Matters arising

- CME welcomed all the new Council members to the meeting
- The Northern Area now has more than 12 members, thanks to Council members help.
- More students have been identified to help with the Student Society.
- Could everyone please try to keep to the '5 days' mentioned previously when asking for information to be put on the website, including council papers, flyers and presentations from events. ALL
- Retired members to be offered a reduced rate on the seminar and dinner flyer LC
- Announce 2009 seminar and dinner date at the 2008 event LC
- 2009 Development Plan article in the September Centrepage CME
- Members survey to be discussed at Events Team meeting taking place later
- Details of all Council members to be sent round again for completion CME
- BM gave an update on the customer database exercise. Member Services are to write to every member over the next 6 months to confirm data held by Robert Street
- The Director of Finance Conference session is now available on the conference website, as an article in Spreadsheet and Public Finance.

TAKING ACTION

- **6th form management games**
CG thanked all the volunteers who had helped out with the 4 games, and all the schools who took part. He reported that the pupils from 1 Nottingham school had behaved badly and he was following it up with the school. CME thanked Chris for championing the Games on CIM's behalf. Chris hopes to run 5 games next year.
There is a need for a new game to be written. **SScx, AJ, CG, LP, CETC, PS** all offered to help
Communications team to ensure press releases in main stream press..... SSm/SScx
BM asked if Chris's notes on how to run the games could be put on the secure area of the CIPFA website so that all regions could have access
BM to ensure the success of the games is notified to all at Robert Street BM
There was some discussion around the best age of the students, but agreed to keep it to 6th formers

- **Bulk Purchasing Update**
Member survey to be discussed at the events team meeting.
- **Area Reports**
Western area – paper noted
South East – paper noted
Northern area – PSp asked about the practicalities of organising an annual training day, re the financing of the event, invoicing delegates, use of the website. The Northern area are hoping to have a launch event in October.
PSp to discuss funding with **AM**, website issues with **CS or BJ**, and sponsorship with Peter Woodman or Jim Moran at Robert Street
CME thanked PSp and CP for their work in the newly formed area. **PSp**
- **Potential Volunteers**
Covered in Matters Arising
- **Breakfast Briefings**
Deferred to next meeting when it is hoped that MBr will be able to give an update **MBr**
- **CATS**
The finalised details of the seminars for the flyer were noted
- **PIN**
AJ advised that there may be a charge for PIN from 2009, AJ to prepare a value for money paper at the time **AJ**
- **Website**
BJ explained various website developments, including, using the secure area for CPD certificates and Council papers. More notice is needed for uploading flyers etc onto the website – ie the 5 days discussed earlier. **All**
- **Annual CPD Advisors meeting**
CLC surgeries have been offered by Robert Street, but it was decided that these are something more suited to employer provision than Region provision.

PLANNING AHEAD

- **Seminar and Dinner**
AJ gave a verbal update.
It was agreed that the chosen charity would be the Acorns Childrens Hospice again this year
SSm to book rooms for the band, speakers and the 'team' **SSm**
- **Conference for the Regions**
Delegates – CME, MBu, CG, PH, CS or BJ, SSm, KW as reserve.
MBu to coordinate a best practice presentation on sponsorship, 6th form games, the website, events, the Student Society – the work of an effective regional council **MBu**
AJ to coordinate the 'Innovation' self assessment form – CPD certificates on the secure area of the website, the regeneration of the new areas, expansion of the 6th form games **AJ**
- **Student involvement in the region**
CL asked for more publicity to be sent to CETC, flyers etc
Both CETC and Nottingham Trent are keen to host events
Nottingham Trent will send someone else to council meetings if RE is not available **SSm**

GOVERNANCE AND PERFORMANCE

- **2009 Development Plan**
To be completed and sent to Robert Street by 7th July **CME**

Drew Cullen to be asked to attend the next council meeting to discuss how to promote CIPFA to Heads of Profession. CIM want to build on and develop the work that Robert Street are doing **SSm**

All to think about priorities and networks around the region to lead to a workshop **All**
- **2008 Development Plan**
The 2008 development plan was updated with outcomes to date
- **Past Presidents/ honorary officers list**
BB has created a list containing as much information as is available at present. He will send the list out asking for any missing information **BB**
- **NSF Conference**
Update required for September council meeting **SB**
- **President's Report**
Discussed positive feedback from the Conference in Brighton
- **Treasurer's Report**
AM forecast a small deficit taking CATS and the annual seminar & dinner into account. Reserves can be used to help set up the new area execs
CME asked for the accounts to be presented in the new format at the next meeting **AM/PS**
- **Board for the Regions Representative's Report**
Report noted
Board for the Regions papers plus the BftR Rep's notes from meetings to be put onto the secure area of the website. **CG**
- **Regional Representatives Report**
Report noted.
LP asked that the agenda be redesigned to give more time to the BftR Reps report, and the Regional Reps reports **CME/SSm**
LP no longer on the MSDB, members only serve for 12 months
The Council meeting at the Conference for the Regions will ask for an observer to attend, one of the 6 delegates attending the Conference. **CME/MBu/CG/PH/CS or BJ/SSm**
- **AOB**
There will be a representative from the SLT graduate scheme attending the Employers Best Practice meeting being held at CETC on 12th September if anyone would be interested in attending

The meeting closed at 1.30pm