

**CIPFA IN THE MIDLANDS**  
**ACTION NOTES FROM MEETING HELD ON 8<sup>TH</sup> FEBRUARY 2006**  
**AT LEICESTERSHIRE COUNTY COUNCIL**

**PRESENT:**

Mark Lawrie  
 Lesley Piper  
 Lisa Commane  
 Colin Sharpe  
 Kim Roberts  
 Brian Berry  
 Jonathon Causton  
 Rachel Edden

Barry Mather  
 Chris Gill  
 Carole Evans  
 John Haste  
 Paul Hector  
 Brian Roberts  
 Steve Wellings  
 Sue Smith

**APOLOGIES:**

Jon Crockett  
 Frank Garvey  
 Steve Rowley  
 Martin Hedley-Smith  
 Paul Welton  
 Andy Morley  
 Nick Harvey

	Agenda item:	Discussion/agreed action:	By whom:	By when:
2	Minutes of last meeting	Agreed.		
3	Matters arising: <ul style="list-style-type: none"> <li>• PIN</li> <li>• Communication with Heads of Profession</li> <li>• CIPFA strategy</li> </ul>	<p>Steve Wellings reported that he had attended the meeting on 16<sup>th</sup> January when the new website was demonstrated. It is to be launched on 17<sup>th</sup> January and will be linked to CIM website. Noted that AAT and CIPD have not yet signed up and IRRV has not been invited to join. All CIM events are now to be opened up to PIN members.</p> <p>Steve Wellings confirmed that this had not yet been sent out. He was looking to reformat the questionnaire for ease of collating the responses.</p> <p>This will be presented to the full Council on 9<sup>th</sup> February and will be published by the end of March. Regional comments are invited. It was agreed that a response would be drawn up by Mark Lawrie, Steve Wellings and Chris Gill and circulated to CIM Council by 28<sup>th</sup> February. Noted that there was the possibility of restructuring regions.</p> <p>Noted that there was national concern over retention of students – 1,000 students join but only 250 become full members.</p>	<p>SW</p> <p>ML/SW/CG</p>	<p>ASAP</p> <p>28<sup>th</sup> February</p>

	<ul style="list-style-type: none"> <li>Past Regional Chair Badge</li> </ul>	<p>There was consensus agreement that the awarding of such badges was an appropriate use of funds in recognition of the contribution made by past Presidents. Agreed that they would be awarded at the Annual Dinner. Lesley Piper agreed to take this forward and to consider the alternative badge issued by North West Region.</p>	LP	By Annual Dinner
4	<p>Development Plan progress report</p> <ul style="list-style-type: none"> <li>Development fund bid</li> <li>Review of budget</li> </ul>	<p>Noted that CIM's bid re 6<sup>th</sup> form management games had been successful. Agreed that Western Area would take it forward. Agreed that:</p> <ul style="list-style-type: none"> <li>Rachel Edden would contact Wolverhampton University re assistance with the promotional DVD;</li> <li>"Freebies" would be taken forward by Mark Lawrie and Lisa Commane;</li> <li>Marl Lawrie to contact Martin Hedley-Smith about design of the DVD;</li> <li>Organisational effort would be given by Carole Evans, John Haste, Steve Wellings, Lisa Commane and Colin Sharpe;</li> <li>Promotional materials would be co-ordinated with use of website prize by Colin Sharpe and Lisa Commane. The stand is to be ordered by 8<sup>th</sup> March.</li> </ul> <p>Noted that the budget is to be reshaped to fit with CIM's activities at the same time as meeting Robert Street's reporting requirements.</p> <p>Agreed that Carole Evans would draft a policy in respect of reserves and would present it to the next meeting.</p>	<p>RE</p> <p>ML/LC</p> <p>ML/MHS</p> <p>CE/JH/SW/LC/CS</p> <p>LC/CS</p> <p>ML/AM</p> <p>CE</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>As appropriate</p> <p>8<sup>th</sup> March</p> <p>3<sup>rd</sup> April</p>
5	<p>Impact (previously 3Ws)</p> <ul style="list-style-type: none"> <li>CATS</li> <li>Students Society</li> </ul>	<p>No report received. Richard Gaughran to be invited to the next meeting.</p> <p>The constitution is to be presented to the next CIM meeting.</p>	<p>RG</p> <p>JC</p>	<p>3<sup>rd</sup> April</p> <p>3rd April</p>



6	<p>Communications</p> <ul style="list-style-type: none"> <li>• Website</li> <li>• Centrepage</li> <li>• CIPFA Conference in Harrogate</li> <li>• AGM 2006</li> <li>• Careers fairs</li> </ul>	<p>Colin appealed for more help with the website. Noted that it will have to be reformatted into the Robert Street format. Concern was expressed over central domination of regional websites. Agreed that this should be raised at next Board for the Regions. Meanwhile Colin Sharpe and Lisa Commane are to continue this debate with Sarah Lawrence and inform her that she needs to consult with the Regions over her proposed changes.</p> <p>Next edition is ready to print and will include the AGM papers.</p> <p>Noted that Mark Lawrie, Carole Evans and Steve Wellings are attending on behalf of their organisations. Agreed that the CIM delegates would be Brian Berry, Brian Roberts, John Haste, Paul Hector, Andy Morley, Chris Gill and Sue Smith.</p> <p>Noted that the public audit certificates would be presented to the CETC students.</p> <p>Agreed that CIM would nominate Brian Roberts as the Regional Representative and in the event of other nominations, an election would be held.</p>	<p>BR</p> <p>CS/LC</p>	<p>Next B4R meeting</p> <p>ASAP</p>
7	CPD	<p>CIM have been asked to contact those members who not participating in CPD to date. CIM agreed that Sue Smith would contact employers who had large numbers of members not registered and encourage them to register. Sue will also contact members directly. SW will add another paragraph to the questionnaire to Heads of Profession to ask them to encourage their employees to register.</p>	<p>SS</p> <p>SW</p>	<p>3<sup>rd</sup> April</p> <p>3<sup>rd</sup> April</p>
8	President's report	Nothing to add		
9	Treasurer's report	Draft CIM accounts noted		
10	Regional Representative's report	Paper noted		

11	Nomination fro the Hedley Marshall Award	CE agreed to submit nomination on behalf of CIM	CE	17 <sup>th</sup> May
12	Institute Matters	Noted		
13	Any other business	None		
	Date of next meeting	3 <sup>rd</sup> April 2006 at Nottinghamshire County Council.		