

**CIPFA in the MIDLANDS ANNUAL GENERAL MEETING
THURSDAY 5 MARCH 2015**

VENUE

Library of Birmingham
Broad Street
Birmingham
B1 2ND

Supported by

Michael Page

<http://www.libraryofbirmingham.com/article/visitorguide/visitorguide-summary>

- 12.30 **Arrival of guests and speakers which will include lunch and networking**
- 13.30 **Dawn Beaumont, Head of Customer Experience, Library of Birmingham**
- 13.40 **Welcome by Regional President, Sean Pearce and introductions of key speakers**
- 13.45 **Address by CIPFA National Vice President, John Matheson, Director of Finance, eHealth and Analytics, Government of Scotland.**
- 14.30 **AGM**
1. Apologies
 2. To receive and approve the minutes of the previous meeting held on 6 March 2014 at PwC Offices, Birmingham
 3. To receive the Regional President's Annual Report for 2014 – Sean Pearce
 4. To receive the Honorary Treasurer's Annual Report
 - (a) Treasurer's Report
 - (b) Approval of the accounts for the year ending 31 December 2014
 - (c) To note the outline budget for the year to 31 December 2015
 5. Elections of CM Officers
 - (a) To elect the following officers for the period 2015/17
 - President – Alison Jarrett
 - Vice President – Kelly Watson
 - Immediate Past President – Sean Pearce
 - Honorary Treasurer – Andy Morley
 - Deputy Honorary Treasurer – Owen Campbell
 - Honorary Secretary – Peter Shakespear
 - Deputy Honorary Secretary – Victoria Hundleby
 - Events Co-Ordinator -

- (b) To elect the following Members of the Council for the period 2013/2015 (3) and 2015/16 (1)
 - Andy Burns
 - Paul Hector
 - Brian Roberts
 - Andy Ford

 - (c) To note the following appointments for 2015/2016
 - HFMA Representative – Jon Roberts
 - December Club Chair – Ken Rose
 - CSN (CIPFA Student Network) Rep – John Bloomer
 - Regional Rep – Alison Jarrett
 - CIPFA Secretariat – Drew Cullen

 - (d) To co-opt the following Members of Council for the period 2015/2017
 - Andy Stephen - Co-option for Higher Education expertise
 - Events Team Member – Melanie Brittain
 - CATS Chair – Robert Milford
 - Website Co-Ordinator – Colin Sharpe
 - Constitutional Advisor – Andy Morley
 - CIPFA Student Network Link Officer – John Bloomer

 - (e) To appoint the following for 2015/2016
 - Honorary Auditor – David Ashley
- 6. To receive the newly appointed President's address and approve the incoming President's Development Plan for 2015 – Alison Jarrett
 - 7. Presentation of Certificates to newly qualified members
 - 8. AOB

AGM closes

15.15 **Coffee break**

15.30 **Simon Parker – Director, New Local Government Network (NLGN)**

16.15 **Close of meeting and vote of thanks by Regional President, Alison Jarrett**

All timings are approximate

To: CIPFA Midlands
Author: Steph Simcox
Date: 6th March 2014
Subject: AGM 2014

- 1.0 Apologies** 7 Apologies had been received
- 2.0 Minutes of the 2013 AGM** The minutes of the 2013 AGM were accepted as a correct record. Proposed by Kelly Watson, seconded by Alison Jarrett
- 3.0 Annual Report and Development Plan** The approval of the Presidents Annual Report and Development Plan was proposed by Alison Jarrett and seconded by Paul Hector
- 4.0 Annual Treasurers Report** The annual accounts (shown on the CIM website) were presented by Andy Morley and proposed by Kelly Watson, seconded by Nick Harvey
- 5.0 Election of Officers** CIM had followed due process, nominations for officers and members had been sought, approved and accepted, and the AGM were notified of the people to be elected.
- (a)** The following officers were noted as being elected for 2013/2015

President: Sean Pearce
Vice President: Alison Jarrett
- (b)** The following officers were noted as being appointed for 2014/2015
Peter Shakespear - Honorary Secretary
Victoria Hundlebury - Deputy Honorary Secretary
Owen Campbell - Deputy Honorary Treasurer
Andrew Singleton - Student Co-Ordinator
Nick Harvey – Deputy Events Co-ordinator
- (c)** The following were elected Council Members for the period 2014/2016
Nick Harvey
Steph Simcox
Michael Kitts
Jon Crockett
Joe Reeves
And Theresa Channell for 2014/15
- (d)** The following co-opted Member of Council for 2014/2015 was noted
Andy Stephen – Co-option for Higher Education expertise

The appointments were proposed by Kelly Watson and seconded by John Bloomer
- 6.0** The Honorary Auditor, David Ashley was appointed, with thanks given to the auditors at Leicester City Council for support over the previous few years

7.0 Regional Presidents Address Sean Pearce, outlined his vision for the next 12 months and gave thanks to those members who were stepping down from Council, who are Brian Berry, Mo Chatra, Carl Ford, Pauline Moore and Tony Kirkham

8.0 Any Other Business There was no other business.
The AGM was formally closed at 16.00

Recommendation: For Council to note the comments in the report.

The logo for CIPFA, consisting of the letters 'CIPFA' in a bold, purple, sans-serif font.

The Chartered Institute of
Public Finance & Accountancy

\Regional President's Annual Report 2014/15

Sean Pearce
Chief Financial Officer, Worcestershire County Council
President CIPFA Midlands 2013-2015
5 March 2015

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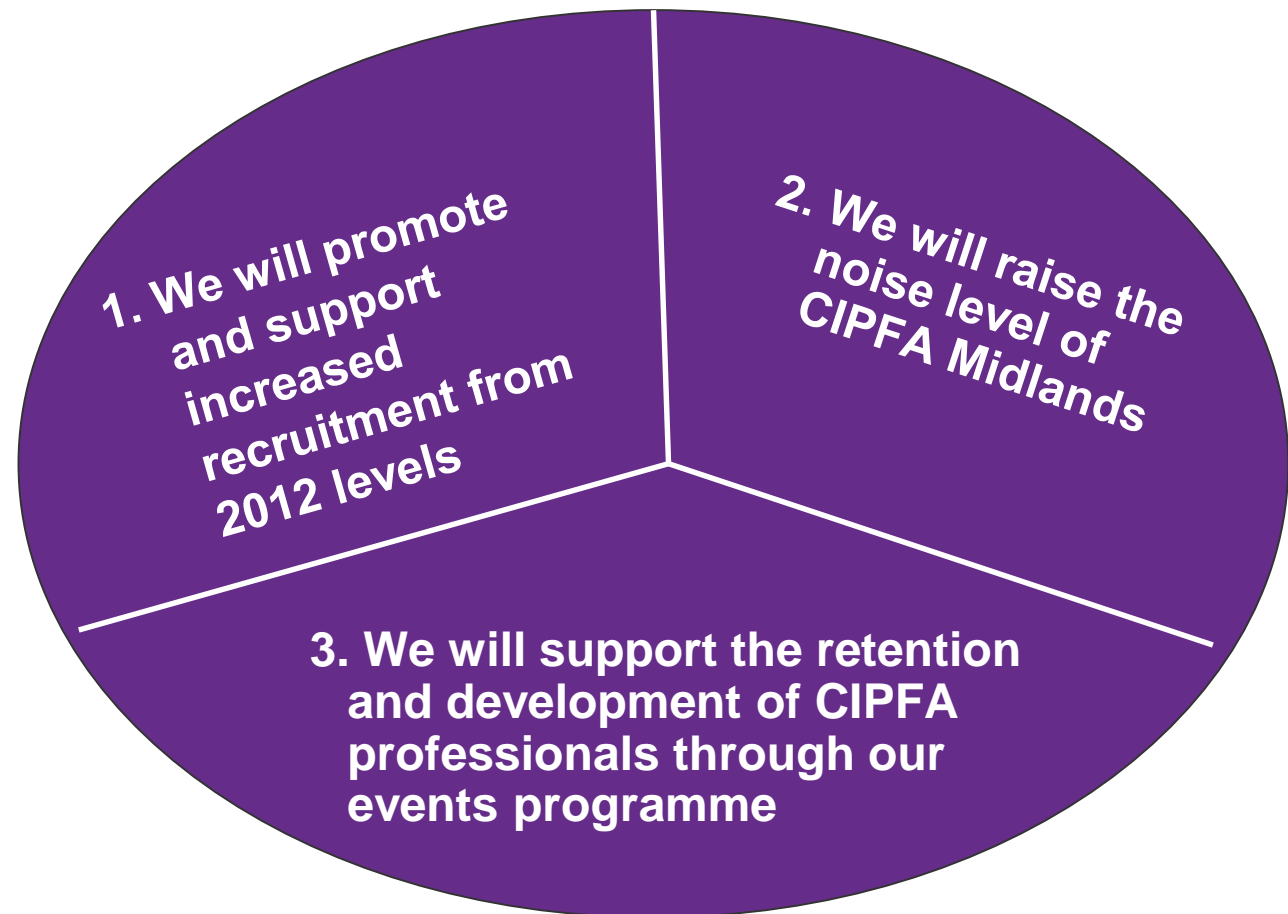
A reminder of who your Regional Council are

By Location	Total	As a %
East Midlands	10	38%
West Midlands	11	42%
Other	3	12%
Across Midlands	2	8%
By Sector	Total	As a %
LG	16	70%
HE	2	9%
FE	0	0%
Housing	1	4%
NHS	2	9%
Private	2	9%
Other	3	13%

The 2013-15 calling card – Stretching our 3 Strategic objectives to evolve our offer.

The 2013-15 CIPFA Midlands Development Plan focused on 3 strategic objectives

CIPFA Midlands also continued to deliver its Business as Usual activities as a Regional Council



Achievements for CIPFA and CIPFA Midlands during 2014/15

- Becoming a more representative Regional Council
- A strong local CIPFA Apprenticeship Scheme with double the number of apprentices in 2014/15 from the preceding year
- Regional Council and CIPFA National considering issues across all parts of the Public Sector including Education and Housing
- More strategic partners for CIPFA Midlands
- Better cross profession and institute links
- Network Maps reaching out to all Heads of Profession
- Continued innovation in free and low cost events at good quality venues plus linkage with leadership programmes

Highlights from the Year from our events

- 14 high quality events
- Starting to deliver good Fringe events but we can do more
- The best attended Annual Seminar with high profile speakers
- Feedback indicates that 95% of attendees believe the events are good or excellent
- Future events focused on attendee participation and service integration planned for 2015 – look out for a further East Midlands Better Care Event and Question Time events across the Region

But

- Any suggestions from the wider membership on topics of interest welcomed
- We need more people involved to support the events planning

Consistent key messages from our local survey to feed into 2015 planning

Additional event topics suggested include

- Business planning / business finance issues
- The role of integration in the future of services
- Commissioning skills
- Business Rate changes, leasing, IFRS changes and technical issues
- The re-launch of CAATs
- Additional soft skills

Reforming the CAATs Offer

- Delivering on the brand that has been held in high regard for a number of years across the Midlands and wider across the UK
- Proposed Summer Schools consisting of 2 three day events with overnight(s) stay with a seminar and workshop feel
- Potential for a set of full day / half day events for the autumn
- Volunteers needed to shape the offer with the current Core Team led by Robert Milford
- Lookout for Survey Monkey to gather thoughts on the re-launch and how we can provide a great offer for you

We continued to promote and support innovation to increase recruitment of finance professionals from 2012 levels

We supported growth in the CIPFA Midlands student population:

- We promoted innovation in recruitment activity across the majority of our established networks
- We worked with other CIPFA Regions to explore innovation and promote any innovation locally in the Midlands
- We increased opportunities for the enthusiastic students attending 6th form games and linked students to organisations
- We worked closely with the recruitment team at CIPFA, to improve local understanding of the Professional Qualification

We raised the noise level of CIPFA Midlands through wider, more frequent and more effective communication

We improved communication with members but we could do more:

- We have used primarily Linked In to grow awareness but could do more
- We have feedback on actions that we have taken as a result of the last three annual surveys
- We are working more closely with other professional institutes

We will support the retention and development of CIPFA professionals through our events programme

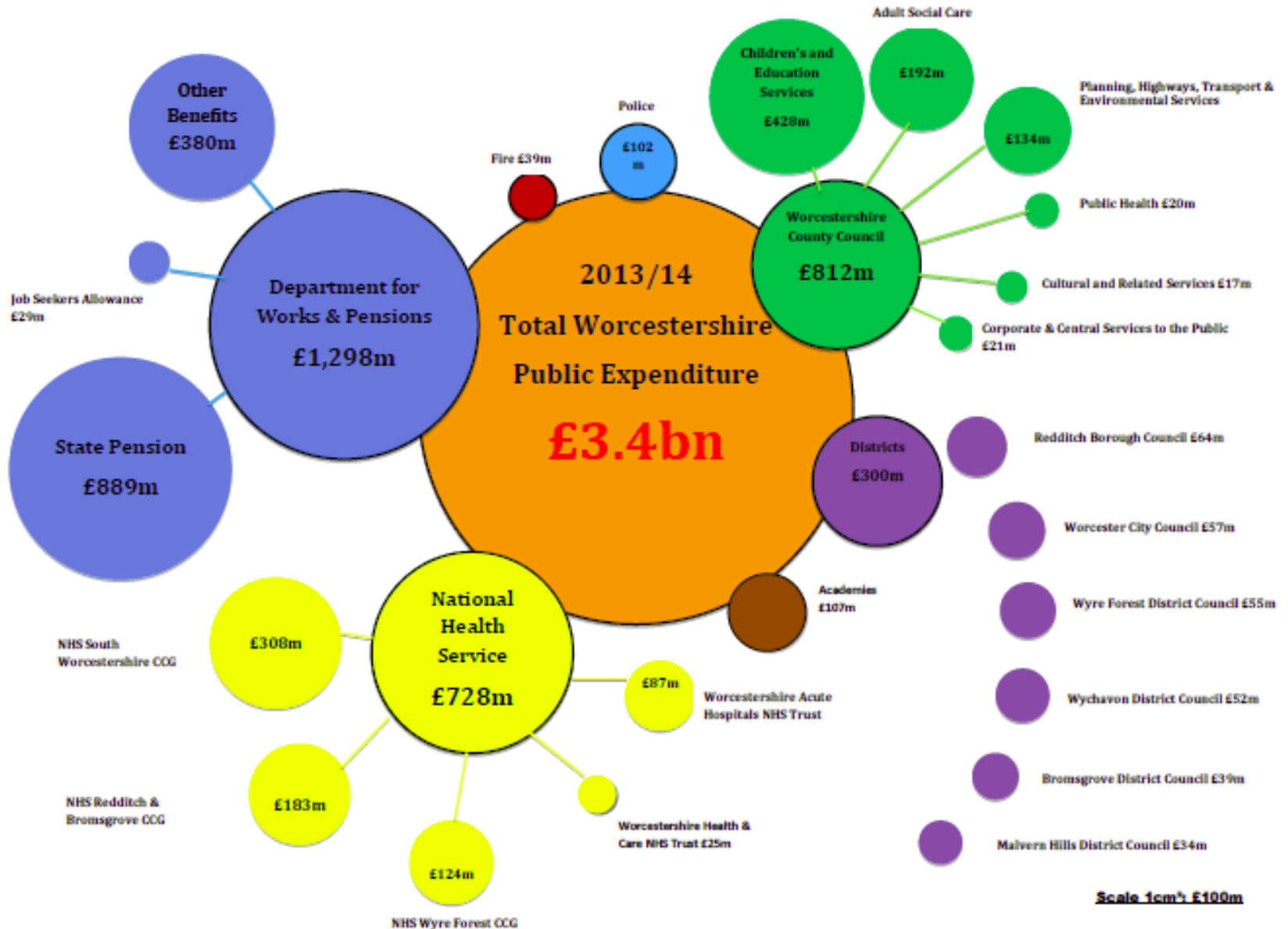
We improved our events offer:

- We widened the geographical reach of low cost and relevant events through the development of fringe events and webinars
- We ran low cost and innovative events in new and accessible venues
- We increased attendance levels within our existing events programme
- We have started to run more events alongside other Midlands Professional organisations to promote more cross working

The financial and service opportunities presented by 2015

- Being a Self Sufficient organisations is rising to the top of the agenda
- A focus on what we spend as well as what we save
- A whole system approach to financial leadership
- Learning from DevoManc.
- The NHS, pioneer areas and the tariff
- Linking up the skills agenda locally and the University Technical College offer
- Opportunities post May 2015
- New Models of Service Delivery

All require high quality finance professions to support and drive improvement



CIPFA – supporting the finance professional





It's a pivotal time in public services

Taking place at a pivotal time in public services, CIPFA conference 2015 will explore the key themes in forging a sustainable legacy, welcoming over 1,000 public finance professionals in London.

Annual General Meeting Formalities

To receive the Honorary Treasurer's Annual Report

- (a) Treasurer's Report
- (b) Approval of the accounts for the year ending 31 December 2014
- (c) To note the outline budget for the year to 31 December 2015

**CIPFA in the MIDLANDS
FINANCIAL STATEMENT**

YEAR ENDED 31st DECEMBER 2014

	2014		2013	
	£	£	£	£
INCOME				
<i>Subvention from the Institute</i>		(9,834)		(9,952)
<i>Other charitable income</i>				
Bank / Building Society interest received	(19)		(16)	
		(19)		(16)
		-----		-----
TOTAL INCOME		(9,853)		(9,968)
EXPENDITURE				
<i>Courses and conferences</i>				
Regional seminar - Income	(2,315)		(3,720)	
Regional seminar - Expenditure			37	
		-----		-----
Regional seminar - Net	(2,315)		(3,683)	
National & Regional Conferences	4,793		1,172	
Other regional events	950		66	
C.A.T.S - Income			(8,950)	
C.A.T.S - Expenditure	4,415		6,141	
		-----		-----
C.A.T.S - Net	4,415		(2,809)	
Conference for the regions				
<i>Students, Education and Training</i>				
Students Union, new members, education and training	136		551	
Sixth form management games -	3,655		3,653	
<i>Other charitable activities</i>				
Communication with members			330	
Other Groups	200		196	
CIPFA in the Midlands AGM	(1,120)		1,729	
<i>Management and administration</i>				
Regional Council and Officers' expenses	391		249	
Miscellaneous regional expenditure			9	
		-----		-----
TOTAL EXPENDITURE		11,105		1,463
(SURPLUS) / DEFICIT FOR THE YEAR		1,252		(8,505)

CIPFA in the MIDLANDS

BALANCE SHEET

Year ended December 31st 2014

	£	Notes
Balance at Bank - Deposit account	34,068	
Balance at Bank - Current account	1,612	
Balance at Building Society - General CIM account	4,204	
Sundry Debtors	1,666	A

	41,550	
Less:		
Sundry Creditors	-1,927	B

	39,623	
Represented by:-		
Accumulated Fund brought forward	40,875	
Less: Deficit for year	-1,252	

	39,623	
	=====	

Notes to the accounts for the year ended 31st December 2014

Notes:-	£
A Delegate fees: Annual seminar.	975.00
Monies held by / due from CIPFA re Annual Seminar	425.00
Reimbursement of duplicate invoice payment	266.00

	1,666.00
B Cancellation fee re. Scarman House for CATS	1,927.00

	CIPFA in the MIDLANDS		INCOME and EXPENDITURE BUDGET			
	20 15 Draft Budget		20 14 Budget		20 14 Outturn	
	£	£	£	£	£	£
INCOME						
Subvention from the Institute		(9,686)		(9,950)		(9,834)
Additional delegation						(19)
Interest received						
		-----		-----		-----
TOTAL INCOME		(9,686)		(9,950)		(9,853)
EXPENDITURE						
<i>Courses & conferences</i>						
Regional seminar		(2,500)		(3,000)		(2,315)
- income						
- expenditure		500		1,000		-
		-----		-----		-----
Net		(2,000)		(2,000)		(2,315)
		-----		-----		-----
CIPFA conference		2,500		2,500		4,793
CIPFA conference for regions		1,000		1,000		
Management events						
C.A.T.S		(5,000)		(8,000)		-
- income						
- expenditure		5,000		7,000		4,415
Net		-----		-----		-----
		-		(1,000)		4,415
<i>Students, Education & Training</i>						
Low cost events		1,500		1,500		950
C.P.D						
Students' Union		650		650		136
Newly qualified members						
6th form management games		3,500		3,500		3,655
Other						
		-----		-----		-----
		5,650		5,650		4,741
<i>Other activities</i>						
Communication with Members		300		300		
Marketing / Raising profile of Institute		100		100		
Others		500		500		200
Sub-Total Others		-----		-----		-----
		900		900		200
Cipfa in the Midlands AGM		1,000		2,000		(1,120)
<i>Management & administration</i>						
Regional Council & Officers' expenses		1,000		1,000		391
Miscellaneous		100		100		
		-----		-----		-----
		-		-		-
TOTAL EXPENDITURE		10,150		10,150		11,105
		-----		-----		-----
NET (SURPLUS) / DEFICIT		464		200		1,252