

# Draft Minutes

## CIPFA SOUTH EAST REGIONAL COUNCIL MEETING

**Date** 25 May 2022  
**Time** 2.30pm – 5.00pm  
**Venue** **Digital** – CSE Regional Zoom platform

**Present** President Kathryn Long  
Junior Vice President Nicki Cooper  
Regional Secretary/Vice President John Barker  
Regional Treasurer Nicki Cooper  
Corporate Members Trisha Brigemahone  
Cath Edwards  
Thomas England  
Stephanie Mitchener  
Immediate Past President/CIPFA Council Member Amy Crowson  
Registered Students Michael Docherty  
Co-opted members Nick Carroll  
James Cook  
Will Goodchild  
Nick White  
Joanne Pitt

**Invited**

## AGENDA ITEMS

1. Kathryn welcomed David Thomas, attending to observe re CIPFA's EDI project.
2. Apologies received for today's meeting from Lillian Manning, Eric Keighley, Naeem Ahmed, Chris Roberts, Chris Blundell, James Kidd, Daniel O'Rourke and Philippa Watkins
3. Minutes and matters arising from 2 February/24 March meetings were reviewed and a reference to the set-up of the succession planning working group is now included here before the draft was approved.

## Matters for discussion or decision

4. Regional Development Plan - progress review  
Council noted that as much of the planned delivery possible continues, so no need to amend or update the original Plan. Noted that JB updates the Events Plan as circumstances require for review at each Council meeting..
5. Regional Treasurer's Report.

- (1) Nicki Cooper reported that the certified versions of CSE Financial Statements for 2021 were presented to the 2022 AGM on 26 April and received formal approval. She confirmed receipt of the audit certificate.
  - (2) The updated Financial Regulations were approved by Council.
  - (3) There was no Budget v Actual statement presented to this meeting as Nicki advised there have been no significant transactions since the 2022 budget was approved in February.
6. Virtual Regional Forum 5 May 2022.  
The agenda was noted. Kathryn reported verbally that students are invited to be nominated for the Round Table Session on 'Levelling Up' on 13 July at PF Live. All expenses will be met by CIPFA for the successful nominees.
  7. PF Live, ACC, Liverpool 13/14 July – CIPFA Annual Conference.  
The conference programme is at <https://publicfinancelive.org/>  
The agenda paper set out more detail regarding regional council representatives and Council approved Kathryn Long and John Barker as our Regional Council representatives.  
Any additional requests to be made to Kathryn so she can consult with Nicki re Budget disposition for added registrations. NB – subsequently Nicki, Tom and Trisha were registered too – and the virement required will be reported to the next Regional Council.
  8. Newly Qualified Members' presentation ceremony 2022  
Options were considered and after discussion Council's majority view was to plan to make the next certificate presentations in 2022 prior to our Annual Regional Dinner on 11 November, as that was the most pragmatic option for this year. JB will contact Mike Driver and book him for November.
  9. Regional Events Plan 2022 (V11) Live events are reintroduced. Planning for our Annual Dinner in November is under way. Our digital CPD sessions will continue to supplement the live events and Zurich Municipal continue to sponsor our regional Zoom facility.
  10. Succession Planning – progress report and proposals for review.  
Regional Council reviewed an initial report on 24 March. Issues identified during that review have now been incorporated into this updated version presented for further discussion and development of any agreed implementation plans. A working group, led by Kathryn, is now formally established and will have membership pertinent to the stage(s) and activity being reviewed.

## **Matters for information or note**

11. Institute Business - No CIPFA debrief summary has been received.

CIPFA Council/Secretariat – verbal updates from Joanne Pitt re Data security issues, updated asset/infrastructure guidance – mid June release planned, also mid June updated guidance released on LA audit committee workings etc.

### **Reporting on group activity**

12. Regional Student network – Michael Docherty will consult students on the PF Live Roundtable opportunity on the ‘Levelling Up’ debate.

13. Retired members’ group activities –  
Eric Keighley reports that no group activities are planned yet.

### **Any Other Business**

14. None

### **Forward Diary**

15. Forward diary for 2022/23 Councils -  
18 or 19 July (Zoom), 20 September, 7 December 2022, 1 February 2023 (the remaining Dates/times - venues/formats tba)

*John Barker*

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