

**CIPFA in the MIDLANDS ANNUAL GENERAL MEETING  
THURSDAY 3 MARCH 2016**

**VENUE**

BDO  
2 Snow Hill  
Birmingham  
B4 6GA

**12.30 Arrival of guests and speakers which will include lunch and networking**

**13.25 Welcome by BDO Public Sector Team**

**13.30 Welcome by Regional Vice President, Kelly Watson**

**13.40 Address by National President, John Matheson followed by presentation of certificates to newly elected members.**

**14:25 Coffee Break**

**14.50 Formal AGM** –Proceedings to be tabled on day.

1. To receive and approve the minutes of the previous meeting held on 5 March 2015 at Library of Birmingham, Birmingham
2. To receive the Regional President's Annual Report for 2015 – Kelly Watson, Vice President
3. To receive the Honorary Treasurer's Annual Report
  - (a) Treasurer's Report
  - (b) Approval of the accounts for the year ending 31 December 2015
  - (c) To note the outline budget for the year to 31 December 2016
4. Elections of CM Officers
  - (a) To elect the following officers for the period 2016/18  
Honorary Treasurer – Owen Campbell  
Honorary Secretary – Andy Morley
  - (b) To elect the following Members of the Council for the period 2016/2018  
  
Lisa Commane  
Martin Reohorn  
Tony Crawley  
Joe Reeves

- (c) To note the following appointments for 2016/2017  
CIPFA Secretariat – Alan Edwards
  
- (d) To co-opt the following Members of Council for the period 2016/2017  
HFMA Representative – vacant  
December Club Chair – Ken Rose  
CSN (CIPFA Student Network) Rep and Link Officer – Emma Cannell  
Andy Stephen - Co-option for Higher Education expertise  
Events Team Member – Melanie Brittain  
CATS Chair – Robert Milford  
Website Co-Ordinator – Colin Sharpe
  
- (e) To appoint the following for 2016/2017  
Honorary Auditor – to be appointed

**15:30 Richard McCann – Motivational Speaker**

**16:30 Close of meeting and vote of thanks by Kelly Watson**

**AGM closes**

**All timings are approximate**

**Hosted and supported by:**



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# CIPFA in the MIDLANDS

## MINUTES OF ANNUAL GENERAL MEETING HELD MARCH 5, 2015

1. **Apologies for absence** 6 apologies were received
2. **Minutes of the 2014 AGM** The minutes of the 2014 AGM were approved.  
Proposed: Paul Hector; Seconded: Owen Campbell
3. **Regional President's Report** The President's annual report was received and noted
4. **Regional Treasurer's Report** The annual accounts were presented for approval by the Honorary Treasurer, Andy Morley.  
Proposed: Paul Hector; Seconded: Martin Rehorn  
The budget for the year to December 2015 was noted.  
Proposed: Paul Hector; Seconded: Martin Rehorn
5. **Election and appointment of officers and members**
  - a) **Election of officers** The following officers were elected for the period of 2 years, until March 2017:  
President: Alison Jarrett  
Vice-President: Kelly Watson  
Honorary Treasurer: Andy Morley  
Assistant Treasurer: Owen Campbell  
Honorary Secretary: Peter Shakespear  
Assistant Secretary: Victoria Hundleby  
Events co-ordinator: Nicholas Harvey  
Proposed: Paul Hector; Seconded: Ben Jarrett
  - b) **Election of Regional Council members** The in-year co-option of Kelly Watson to fill a vacancy on the Regional Council was noted.  
The following members of the Regional Council were elected for the period of 2 years, until March 2017:  
Andy Burns  
Theresa Channell  
Paul Hector  
Gus Miah  
Brian Roberts  
The following members of the Regional Council were elected for the period of 1 year, until March 2016:  
Lisa Commane  
Andy Ford  
Jon Roberts  
Proposed: Nick Harvey; Seconded: Sarah Mills

Sean Pearce, as retiring president, was invited to continue to attend Council meetings for the following 2 years, until March 2017.

**c). Appointments to Regional Council**

The following appointments to the Regional Council were noted for the period of 1 year to March 2016:

|                                    |                                  |
|------------------------------------|----------------------------------|
| HFMA Representative:               | Vacant                           |
| December Club Chair:               | Ken Rose                         |
| CIPFA Student network rep:         | John Bloomer                     |
| Regional rep. on National Council: | Sean Pearce                      |
| Representative of CIPFA:           | Drew Cullen                      |
| Proposed:                          | Peter Shakespear; Andrew Cardoza |

**d). Co-options to Regional Council**

The following co-options to the Regional Council were approved for the period of 1 year, to March 2016:

|                                     |                                      |
|-------------------------------------|--------------------------------------|
| Higher Education expertise:         | Andy Stephen                         |
| Events team member:                 | Melanie Brittain                     |
| CATS Chair:                         | Robert Mitford                       |
| Website co-ordinator:               | Colin Sharpe                         |
| CIPFA Student Network Link Officer: | John Bloomer                         |
| Proposed:                           | Ben Jarrett; Seconded: Martin Rehorn |

**e). Appointment of Honorary Auditor**

David Ashley was appointed as the Honorary Auditor.  
Proposed: Peter Shakespear; Seconded: Andrew Cardoza

**6. Incoming President's Address**

Alison Jarrett gave a presentation of her plans and aspirations for the next 2 years and submitted the Development Plan for approval  
Proposed: Andy Morley ; Seconded: Andrew Cardoza

**7. Presentation of Certificates**

Certificates were presented to the newly qualified members present at the AGM

**8. Any other business**

There was no other business, and the AGM closed at 3.15pm



**CIPFA**

The Chartered Institute of  
Public Finance & Accountancy

# Regional President's Annual Report 2015/16

Alison Jarrett  
President CIPFA Midlands 2015-2017  
3 March 2016

Hosted and supported by:



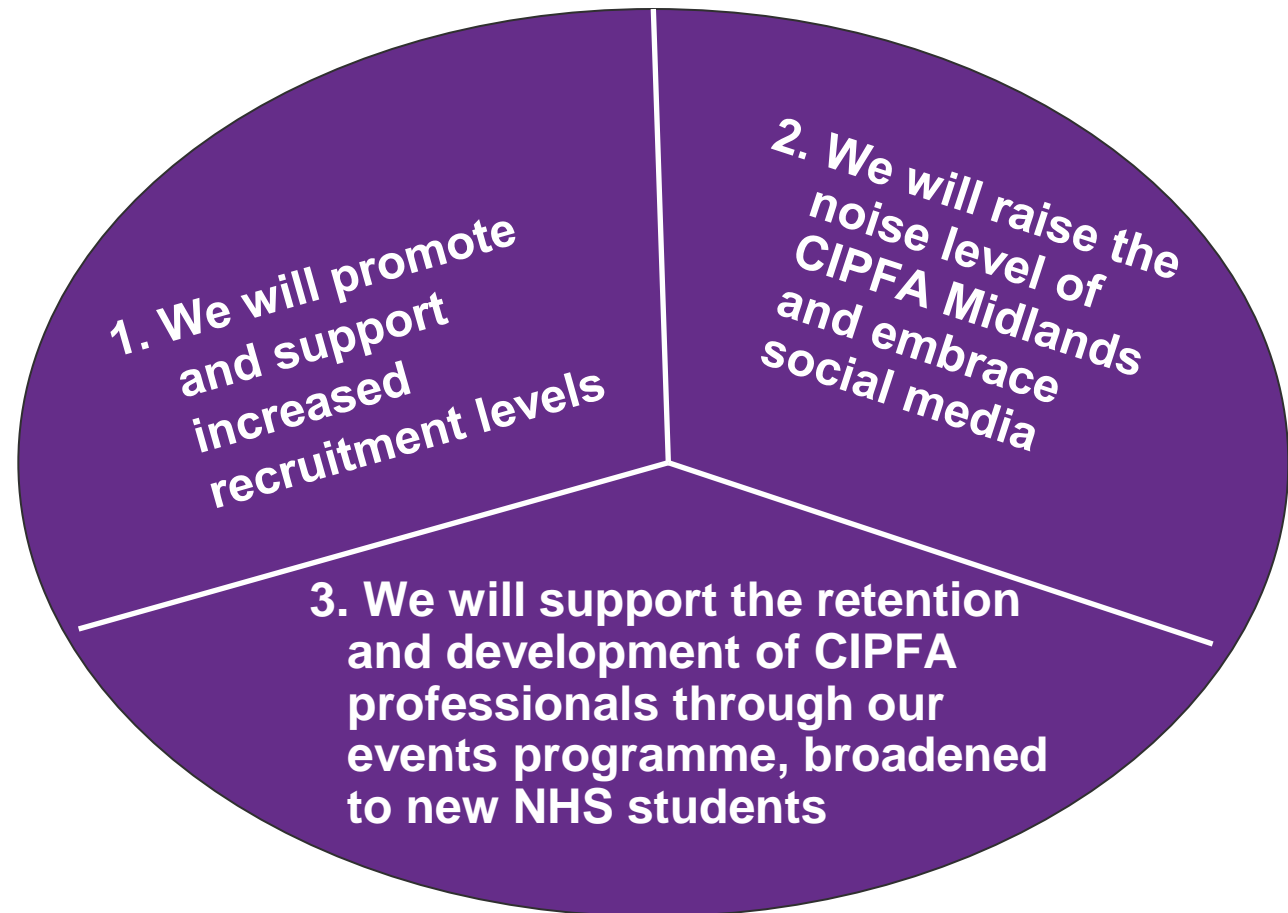
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# The 2015-17 Strategic Objectives

The 2015-17  
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 2015/16

- Now in its third year, the local CIPFA Apprenticeship Scheme continues to report success with permanent job awards going to the students, 9 of these in Grant Thornton, hosts of the scheme
- Continued innovation in free and low cost events at good quality venues. Topics this year included Better Care, E-learning, fraud, housing and student events aimed at soft skills and exam success. We continued the Question Time series of events and will be issuing new dates for these in 2016.
- Feedback indicates that 95% of attendees believe the events are good or excellent

## There have been highs.....

- Flagship Sixth Form Management Games – 7 games held across the region in 2015.
- Volunteer roles available for mentoring groups of students, marking their submissions, judging presentations and acting your socks off as trade union representatives, journalists and members!

Worth noting that since 2006, some 90 schools and colleges have provided over 200 teams at 40 games.



## And lows....

- Annual seminar cancelled in 2015 due to low interest – feedback indicated increasing pressures in the workplace, inadequate notice of speaker line-up
- CAATs programme requires more volunteers to assist in the planning and administration
- Any suggestions from the wider membership on topics of interest welcomed
- Can you volunteer to help with events planning?

# We will promote and support increased recruitment levels

## We supported growth in the CIPFA Midlands student population:

- We continue to promote the CIPFA apprentice scheme using the route of AAT and nurturing talent into permanent roles across the region
- We work with other CIPFA Regions to explore innovation and promote any innovation locally in the Midlands
- We increased opportunities for the enthusiastic students attending 6<sup>th</sup> form games and linked students to organisations
- We have ready a mentoring scheme for students and newly qualified members and will be promoting this through the student society

# We will raise the noise level of CIPFA Midlands and embrace social media

## We improved communication with members but we need to do more:

- We have a burgeoning Linked In community of 107 connections with regular comments and posts from our members. Visit our page at CIPFA Midlands and start connecting
- We will be taking regional specific feedback from CIPFA's national survey (out now!) and will action where possible as we have done as a result of the last three annual surveys
- We are directly contacting our members, but we need you to update your email and contact details regularly with CIPFA HQ so that we can stay in touch.
- Twitter – please remember to raise the noise through tweeting – and add **@CIPFAMidlands** to be included in our feed – why don't you do one now?

## **We will support the retention and development of CIPFA professionals through our events programme, broadened to new NHS students**

### **We improved our events offer:**

- We ran low cost and innovative events in new and accessible venues
- We increased attendance levels within our existing events programme
- We are aiming to increase the number of events held jointly with the HfMA to ensure good service for NHS students
- We ran a cross sector round table event on the Better Care fund and will continue to run a series of such events in 2016 in partnership with Grant Thornton

# 2016 Landscape for the CIPFA Professional

- Financial pressures, deficits, losses continue to dominate the headlines – the grip of austerity holds tight
- The public service provision is sacrosanct to the UK citizen, NHS, police, fire, parks, bins, public health, social services, schools, job support etc, etc – erosion might be inevitable but loss of service is not
- The sector will see new models of service delivery. Eg West Midlands Combined Authority, merging metropolitan areas with LEP geographies and creating larger economic structures. There is strength and sustainability in the new scale of organisation.
- Uncertainty – global markets, migration crises, and the big question for June 23<sup>rd</sup> – in or out of Europe?
- Financial leadership and governance is and will continue to be crucial – an entrepreneurial core will be required of our members

**All require high quality finance professions to support and drive improvement**

## CIPFA Midlands 2016

- We will pick up the sessions and topics raised at the annual conference and move the discussion and thread to the region
- We will continue to support the members with quality events, discussion and debating opportunities
- We will continue to encourage students and newly qualified members to build their networks and provide support for career development.
- We will support the Midlands region public sector financial professional in their national CIPFA engagement, provoke thought and enable discussion.
- We will respond to member requests and feedback – you can shape your regional council to meet your needs through the annual survey or at any time to council members or [cim@cipfa.org](mailto:cim@cipfa.org)

**We look forward to hearing from you!**



## CIPFA annual conference 2016

12-14 July, Manchester Central

Annual conference 2016

**POWERING  
GROWTH**

TRANSFORMING  
PUBLIC SERVICES

13-14 July, Manchester



As the sector heads into the seventh year of fiscal consolidation – now under a majority Conservative government – attention is turning to the future of the finance profession.

This year's conference will focus on how public services need to become more commercial and productive to ensure long-term growth and regeneration. Conference is a unique forum to hear from leading professionals, thought leaders and speakers from across the whole public sector, who will share their knowledge in a series of plenary sessions and practical insight in a programme of workshops.

***CIPFA in the MIDLANDS***

**REPORT & FINANCIAL  
STATEMENTS**

**YEAR ENDED 31 DECEMBER 2015**

# CIPFA in the MIDLANDS

## FINANCIAL STATEMENT

**YEAR ENDED 31st DECEMBER 2015**

|   | 2015  |              | 2014    |              |
|---|-------|--------------|---------|--------------|
|   | £     | £            | £       | £            |
| <b>INCOME</b>                                       |       |              |         |              |
| <i>Subvention from the Institute</i>                |       | (9,686)      |         | (9,834)      |
| <i>Other charitable income</i>                      |       |              |         |              |
| Bank / Building Society interest received           | (19)  |              | (19)    |              |
|   |       | (19)         |         | (19)         |
| TOTAL INCOME  |       | (9,705)      |         | (9,853)      |
| <b>EXPENDITURE</b>                                  |       |              |         |              |
| <i>Courses and conferences</i>                      |       |              |         |              |
| Regional seminar - Income                           |       |              | (2,315) |              |
| Regional seminar - Expenditure                      | 19    |              |         |              |
| Regional seminar - Net                              | 19    |              | (2,315) |              |
| National & Regional Conferences                     | 4,101 |              | 4,793   |              |
| Other regional events                               |       |              | 950     |              |
| C.A.T.S - Income                                    | -     |              | -       |              |
| C.A.T.S - Expenditure                               | 14    |              | 4,415   |              |
| C.A.T.S - Net                                       | 14    |              | 4,415   |              |
| Conference for the regions                          |       |              |         |              |
| <i>Students, Education and Training</i>             |       |              |         |              |
| Students Union, new members, education and training |       |              | 136     |              |
| Sixth form management games -                       | 4,621 |              | 3,655   |              |
| <i>Other charitable activities</i>                  |       |              |         |              |
| Communication with members                          |       |              |         |              |
| Other Groups  |       |              | 200     |              |
| CIPFA in the Midlands AGM                           | 1,248 |              | (1,120) |              |
| <i>Management and administration</i>                |       |              |         |              |
| Paid support  |       |              |         |              |
| Regional Council and Officers' expenses             | 416   |              | 391     |              |
| Miscellaneous regional expenditure                  | 619   |              |         |              |
| TOTAL EXPENDITURE                                   |       | 11,038       |         | 11,105       |
| <b>(SURPLUS) / DEFICIT FOR THE YEAR</b>             |       | <b>1,333</b> |         | <b>1,252</b> |

# **CIPFA in the MIDLANDS**

## **BALANCE SHEET**

Year ended December 31st 2015

|   | £      | Notes |
|---|--------|-------|
| Balance at Bank - Deposit account                 | 35,740 |       |
| Balance at Bank - Current account                 | -458   |       |
| Balance at Building Society - General CIM account | 4,208  |       |
| Sundry Debtors                                    | 0      |       |
|   | -----  |       |
|   | 39,490 |       |
| Less:   |        |       |
| Sundry Creditors                                  | -1,200 | A     |
|   | -----  |       |
|   | 38,290 |       |
| Represented by:-                                  |        |       |
| Accumulated Fund brought forward                  | 39,623 |       |
| Less: Deficit for year                            | -1,333 |       |
|   | -----  |       |
|   | 38,290 |       |
|   | =====  |       |

### **Notes to the accounts for the year ended 31st December 2015**

Notes:-

£

|   |  |          |
|---|--|----------|
| A | Invoices have not been received from 4 of the organisations which hosted 6th form management games in 2015. The charges pending from each of these organisations have been estimated at £300 |          |
|   | Staffordshire University   | 300.00   |
|   | University of Lincoln  | 300.00   |
|   | University of Worcester  | 300.00   |
|   | Nottingham Trent University  | 300.00   |
|   |  | -----    |
|   |  | 1,200.00 |

**CIPFA in the MIDLANDS****BUDGET 2016**

|  | 20 16        |              | 20 15   |            | 20 15   |                |
|--|--------------|--------------|---------|------------|---------|----------------|
|  | Draft Budget |              | Budget  |            | Outturn |                |
|  | £            | £            | £       | £          | £       | £              |
| <b>INCOME</b>                                    |              |              |         |            |         |                |
| Subvention from the Institute                    |              | (9,833)      |         | (9,686)    |         | (9,686)        |
| Additional delegation                            |              |              |         |            |         |                |
| Bank Interest                                    | (17)         |              | 0.00    |            | (19)    |                |
|  |              | (17)         |         | -          |         | (19)           |
| <i>TOTAL INCOME</i>                              |              | (9,850)      |         | (9,686)    |         | (9,705)        |
| <b>EXPENDITURE</b>                               |              |              |         |            |         |                |
| <b><i>Courses &amp; conferences</i></b>          |              |              |         |            |         |                |
| Regional seminar                                 |              |              | (2,500) |            |         |                |
| - income   |              |              |         |            |         |                |
| - expenditure                                    |              |              | 500     |            | 19      |                |
| Net  |              | -            |         | (2,000)    |         | 19             |
| CIPFA conference                                 |              | 2,500        |         | 2,500      |         | 3,082          |
| CIPFA conference for regions                     |              | 1,000        |         | 1,000      |         | 1,019          |
| Management events                                |              |              |         |            |         |                |
| C.A.T.S  |              |              | (5,000) |            |         |                |
| - income   |              |              |         |            |         |                |
| - expenditure                                    |              |              | 5,000   |            | 14      |                |
| Net  |              | -            |         | -          |         | 14             |
| <b><i>Students, Education &amp; Training</i></b> |              |              |         |            |         |                |
| Low cost events                                  | 1,000        |              | 1,500   |            |         |                |
| Students' Union                                  | 650          |              | 650     |            |         |                |
| 6th form management games                        | 4,000        |              | 3,500   |            | 4,621   |                |
| Other  |              |              | -       |            |         |                |
|  |              | 5,650        |         | 5,650      |         | 4,621          |
| <b><i>Other activities</i></b>                   |              |              |         |            |         |                |
| Communication with Members                       | 300          |              | 300     |            |         |                |
| Marketing / Raising profile of Institute         | 100          |              | 100     |            |         |                |
| Others   | 500          |              | 500     |            |         |                |
| Sub-Total Others                                 |              | 900          |         | 900        |         | -              |
| Cipfa in the Midlands AGM                        |              | 1,000        |         | 1,000      |         | 1,248          |
| <b><i>Management &amp; administration</i></b>    |              |              |         |            |         |                |
| Regional Council & Officers' expenses            | 600          |              | 1,000   |            | 416     |                |
| Miscellaneous                                    | 100          |              | 100     |            | 619     |                |
|  |              | 700          |         | 1,100      |         | 1,035          |
| <i>TOTAL EXPENDITURE</i>                         |              | 11,750       |         | 10,150     |         | 11,038         |
| <b>BUDGET DEFICIT 2016</b>                       |              | <b>1,900</b> |         | <b>464</b> |         | <b>- 1,333</b> |



