

# ADEPT

Association of Directors of  
Environment, Economy, Planning & Transport

## Annual General Meeting

Thursday 26<sup>th</sup> May 2022  
16:15-16:45

Via Microsoft Teams

**Chair** Paula Hewitt (Somerset County Council)  
**Attendees & apologies** See end of document  
**In attendance** Hannah Bartram (Chief Executive Officer), David Dale (ADEPT Policy Officer), Helen Leach (Secretariat)

	Item	Lead
1	<b>Welcome and apologies</b>	Paula Hewitt
2	<b>Minutes of last Annual General Meeting</b>  The minutes of the last AGM were agreed and signed off.	Paula Hewitt
3	<b>Matters arising</b>  There were no matters arising from the last meeting.	Paula Hewitt
4	<b>Annual reporting</b>  Highlights: <ul style="list-style-type: none"><li>• We have seen continued growth in membership and income.</li><li>• The Shared Intelligence review carried out in 2021 showed high levels of satisfaction among the membership.</li><li>• There remains high demand for our learning development opportunities (Excellence in Place Leadership (EiPL), Leadership Development Programme).</li><li>• Board and working groups continue to grow and we have seen high levels of participation, aided by virtual meetings.</li><li>• This year has been very busy with responses to consultations, especially in the Transport and Environment sectors.</li><li>• The relationship with the other associations continues to strengthen.</li><li>• We have developed stronger ties with other bodies, including CIPFA.</li><li>• Live Labs 1 comes to a close in June – has produced lots of outputs.</li><li>• DfT announced the funding for Live Labs 2 earlier this year.</li><li>• On 1<sup>st</sup> April 2022 ADEPT became a company limited by guarantee.</li></ul>	Hannah Bartram, CEO

	Item	Lead
	<p>Future priorities:</p> <ul style="list-style-type: none"> <li>• Live Labs 2</li> <li>• More work on skills &amp; workforce issues</li> <li>• Levelling up – theme for the current EiPL programme; we have commissioned some work on ‘Levelling Up, People &amp; Places’ with the other professional associations; we will need to respond to the Levelling Up &amp; Regeneration Bill.</li> <li>• ADEPT’s Strategic Plan expires at the end of the year – we will bring a new draft to the Autumn Conference in November.</li> <li>• Sue Halliwell, 2<sup>nd</sup> Vice President, will be the ADEPT representative on the government’s Local Net Zero Forum.</li> </ul> <p><b>Financial report</b></p> <ul style="list-style-type: none"> <li>• Made a surplus of £76k last year.</li> <li>• This is due to sponsorship and high attendance at events.</li> <li>• Future Highways Research Group continues to bring in additional income.</li> <li>• Running costs continue to be lower than anticipated.</li> <li>• We have £200k in reserves.</li> </ul> <p><b>Comments</b></p> <p>Mark Kemp highlighted the invitation to work with the Transport Employment and Skills Taskforce (TEST) – Andy Gutherson (Lincs CC) will represent ADEPT.</p>	
5	<p><b>Update on company status</b></p> <p>On 1<sup>st</sup> April 2022 ADEPT became a company limited by guarantee. The board of directors is made up of the President’s team:</p> <ul style="list-style-type: none"> <li>• Paula Hewitt, ADEPT President</li> <li>• Nigel Riglar, Immediate Past President</li> <li>• Mark Kemp, 1<sup>st</sup> Vice President</li> <li>• Anthony Payne, 2<sup>nd</sup> Vice President</li> <li>• Sue Halliwell, 2<sup>nd</sup> Vice President</li> </ul> <p>Members will not see a change to how ADEPT is run.</p> <p>Paula thanked Nigel Riglar and Hannah Bartram for their work in effecting the change to ADEPT’s status.</p>	Paula Hewitt
6	<p><b>Key Board Activities Updates</b></p> <p>There were no comments on the board updates.</p>	ALL
7	<p><b>President’s Update</b></p> <ul style="list-style-type: none"> <li>• Priorities for the year were the 3 Cs: Covid recovery, Climate, Collaboration</li> <li>• Covid: since we heard from Professor Marmot at the Autumn Conference in Nov 21 things have got worse with rising fuel costs and war in Ukraine. We have new challenges in terms of inequalities.</li> </ul>	Paula Hewitt

	Item	Lead
	<ul style="list-style-type: none"> <li>• At the start of Covid we were concerned about mass unemployment. At this stage we find ourselves unable to fill vacancies and concerned about the skills gap.</li> <li>• Darryl Evers' work with the Economic Recovery and Renewal Task Force has been extremely valuable in this area.</li> <li>• Climate: ADEPT has given lots of support to its members with the climate change agenda.</li> <li>• It is good see the invitation to the Local Net Zero Strategy forum and that Sue Halliwell will be representing ADEPT.</li> <li>• Collaboration: we have had success working with the other professional associations and the LGA, as well as the devolved nations.</li> <li>• Paula attended the SCOTS conference earlier in May – they are keen to work more closely with ADEPT going forward.</li> <li>• Ties will be further strengthened via Live Labs 2 which will be UK-wide.</li> <li>• Hannah Bartram is now Chief Executive Officer of ADEPT – a change to her position that is well-deserved.</li> <li>• Paula thanked the Leadership Team for their support during her presidency.</li> </ul>	
8	<p><b>Changes to the President's team</b></p> <p>8.1 Mark Kemp was confirmed as president  8.2 Anthony Payne was elected as 1<sup>st</sup> Vice President  8.3 Sue Halliwell was confirmed as 2<sup>nd</sup> Vice President  8.4 Adrian Smith was elected as 2<sup>nd</sup> Vice President</p> <p>Mark Kemp outlined his presidential priorities: the 3 Ps:</p> <ul style="list-style-type: none"> <li>• People</li> <li>• Place</li> <li>• Planet</li> </ul> <p>He thanked Paula for a fantastic year, thanked Hannah Bartram for her support and guidance and thanked three past presidents of ADEPT – Matthew Lugg, Brian Smith and Neil Gibson – for all their generosity and guidance over the years.</p> <p>The ceremonial chain of office was handed from Paula Hewitt to Mark Kemp.</p>	Paula Hewitt
9	<p><b>Any other business</b></p> <p>None raised.</p>	Paula Hewitt
10	<p><b>Dates of future meetings</b></p> <p>Autumn conference: 17<sup>th</sup>/18<sup>th</sup> November, Hilton Hotel, Leeds</p>	Paula Hewitt
11	The meeting closed at 16:45	

**Attendees**

Mark Kemp, Hertfordshire County Council  
James Bailey, Staffordshire County Council  
Matthew Lugg, WSP  
Steve Cox, Cambridgeshire County Council  
Grahame Bygrave, Norfolk County Council  
Angela Jones, Cumbria County Council  
Andrew Cook, Suffolk County Council  
Michele Cusack, Somerset County Council  
Steve Read, West Sussex County Council  
Adrian Smith, Nottinghamshire County Council  
Nigel Riglar, South Gloucestershire Council  
Mark Stevens, London Borough of Haringey  
Ann Carruthers, Leicestershire County Council  
Steve Lee, Special Honorary member  
Carolyn McKenzie, Surrey County Council

**Apologies**

Darryl Eyers, Staffordshire County Council  
Paul Bellotti, East Riding of Yorkshire Council