



Association of Directors of
Environment, Economy, Planning & Transport

General Meeting

Thursday 20th November 2025

Lowry Hotel, Manchester

Chair	Angela Jones, ADEPT President and Westmorland & Furness Council
Attendees	See page 3
Apologies	Katie Stewart (City of London Corporation), Karl Battersby (North Yorkshire Council), Matt Davey (West Sussex Council)
In attendance	Hannah Bartram (Chief Executive Officer), Kylie Russell (Deputy Chief Executive Officer), David Dale (ADEPT Policy Officer), Helen Leach (Secretariat)

The meeting opened at 17:15.

	Item	Lead
1	Welcome and apologies	Angela Jones ADEPT President
2	Minutes of last Annual General Meeting The minutes of the Annual General Meeting May 2025 were agreed and signed off.	Angela Jones
3	Financial update for Q1 & 2, 2025/26 The finance update was circulated prior to the meeting. Key points: <ul style="list-style-type: none">• LA membership is static• There has been some churn in Corporate Partner members – we now have 25• Income from sponsorship of events has reduced this year• We have new income from the Digital Academy and Carbon Leadership Programme• Income from FHRG, and our leadership training programmes continues to be good• There will be a smaller deficit than budgeted For 2026 ADEPT is looking at more commercial partnerships to diversify income streams. We will be recruiting new Executive Assistant into a permanent, full-time role to support the CEO and Deputy CEO in achieving this.	Hannah Bartram Chief Executive Officer

	Item	Lead
4	<p>Refreshing the Corporate Partner offer</p> <p>Kylie Russell presented the paper on refreshing the Corporate Partner offer.</p> <p>Key points:</p> <ul style="list-style-type: none"> • We now have 25 Corporate Partners, plus a waiting list • We continue to maintain the balance between public/private sector membership of ADEPT • Propose to re-introduce the 6-monthly online meetings between Corporate Partners and the President • Hold 2 x Corporate Partner seminars – 1 x virtual and 1 x face-to-face, to follow a Leadership Team meeting and to include more networking opportunities • A more structured approach to R&D – to be linked with our strategic plan • Create a bursary fund to assist LAs with travel/conference costs and increase LA attendance at ADEPT conferences. This will be funded by a £1000 increase to the Corporate Partner membership fee – this amount will be ringfenced for the bursary fund <p>Andrew Cook asked about the criteria for application – it was confirmed that the fund will be available only to those who have policies that prevent them from attending events.</p> <p>Colin Chick raised a concern that a fund would encourage LAs who can afford to attend to apply and then not attend if they do not qualify for the bursary. He was concerned that it may reduce attendance.</p> <p>Matt Townsend mentioned the LCRIG model – LA places at their events are fully funded for all.</p> <p>Hannah Bartram responded – ADEPT has looked at the LCRIG model, however our starting premise is that people do not value things that are free. She gave the example of the National Traffic Managers Conference which is fully funded and has a lot of no-shows.</p> <p>John Lamb gave the example of PIARC who focus on rising stars and those LAs who have fallen off the radar. He raised the possibility that ADEPT could identify key areas of focus for the bursary fund.</p> <p>Andrew Cook agreed with John Lamb. He commented that ADEPT could consider whether the bursary fully funds or part-funds costs and suggested that we start with those organisations that have a blanket ban across the whole organisation.</p> <p>Angela Jones reiterated that the criteria are still to be agreed and there is still more work to do. She pointed out that the Corporate Partners are keen to encourage higher levels of LA attendance at events.</p>	Kylie Russell Deputy Chief Executive Officer

	Item	Lead
	<p>Colin Chick suggested that the fee for conference attendance could be added to local authority membership fees.</p> <p>Andrew Cook suggested that one solution could be to defray the bursary fund across the membership and top-up the cost with an increase to LA membership fees. It was generally agreed that this might be too complicated to implement.</p> <p>Ann Carruthers suggested that rather than advertising the fund we have a private conversation with LAs who state that they cannot attend. Carolyn McKenzie agreed with this approach.</p> <p>Nigel Riglar commented that both suggestions have merit. He suggested that ADEPT trials the bursary fund for a year and then considers increasing LA membership fees to cover conference attendance in 2026-2027.</p> <p>Andy Gutherson commented on the face-to-face Corporate Partner seminars. He suggested it may be an opportunity for the partners to bring key issues to the fore.</p> <p>Chris Henning asked if the Corporate Partners get access to our mailing list. They do not as this contravenes GDPR.</p> <p>Nigel Riglar suggested increasing engagement with academic institutions.</p> <p>Angela Jones pointed out that universities are a worthwhile asset/resource but are struggling financially.</p> <p>All recommendations were agreed in principle. It was agreed that more work is needed to refine the criteria for the bursary fund.</p>	
5	<p>Updating the membership offer for combined authorities Hannah Bartram presented the paper on the renewed offer to combined authorities.</p> <p>John Lamb pointed out there are other entities offering membership to CAs. However none of them offer what ADEPT can offer.</p> <p>David Shepherd has asked his CA contacts why they are not more involved with ADEPT and they have cited lack of time. David's opinion is that more involvement with ADEPT would benefit both LAs and CAs.</p> <p>Carolyn McKenzie agreed with this comment.</p> <p>Ann Carruthers raised that the STBs will be dissolved so ADEPT will lose the income from their membership fees.</p> <p>Angela Jones commented that we will review how much of the offer is separated – this could be an 'introductory offer' to start engagement.</p>	Hannah Bartram

	Item	Lead
	<p>Ann Carruthers pointed out the benefits from CAs understanding the wider agenda.</p> <p>Nigel Riglar asked how we pitch to the CAs and pointed out that we need to highlight what is different about the ADEPT offer compared to the other networks.</p> <p>Colin Chick commented that CAs are quite insular compared to LAs and take a more strategic approach.</p> <p>Matt Townsend commented that the CAs want more opportunity to influence.</p> <p>Mickey Green stated that we should have an integrated approach, not a separate membership category. Carolyn McKenzie agreed with this point.</p> <p>It was agreed to increase the membership fees for combined authorities as part of a general membership offer.</p>	
6	<p>Membership fees for 2026/27</p> <p>The Leadership Team proposed increasing membership fees in line with inflation by 3.8%. This was agreed.</p>	Hannah Bartram
7	<p>Developing the Strategic Plan 2026-29</p> <p>David Dale presented the draft strategic plan paper. He invited those attending to give feedback on the paper.</p>	David Dale Policy Officer
8	<p>Any other business</p> <p>None raised.</p>	
9	<p>Key ADEPT events 2026</p> <ul style="list-style-type: none"> 13th May 2026: Spring Conference & AGM One Great George Street, London 13th May 2026: Annual Awards Dinner One Whitehall Place, London 19th and 20th Nov 2026 (tbc): Autumn Conference <p>Hannah Bartram asked attendees to save the date of the Spring Conference. She invited suggestions for the location of the next Autumn Conference.</p>	
10	The meeting closed at 17:50.	

Attendees

Andrew Cook (Suffolk County Council)
Angela Jones (Westmorland & Furness Council)
Andy Gutherson (Lincolnshire County Council)
Ann Carruthers (Leicestershire County Council)
Carolyn McKenzie (Surrey County Council)
Chris Henning (Derbyshire County Council)
Colin Chick (Gloucestershire County Council)
David Shepherd (Kirklees Council)
Grahame Bygrave (Norfolk County Council)
John Lamb (East Riding of Yorkshire)
Julie Mitchell (Suffolk County Council)
Mark Doran (Hertfordshire County Council)
Mark Jackson (Durham County Council)
Matt Townsend (Lancashire County Council)
Mickey Green (North Somerset Council)
Neil Gibson (Special Honorary member)
Nigel Riglar (South Gloucestershire Council)