



Association of Directors of
Environment, Economy, Planning & Transport

**South East Directors
Economy, Environment, Planning and Transport (SEDEPT)**

Terms of Reference

Background

The Association of Directors of Environment, Economy, Planning and Transport (ADEPT) represents Place Directors from county, unitary and metropolitan authorities, along with Local Enterprise Partnerships and corporate partners drawn from key service sectors. ADEPT members are at the very heart of maximising sustainable growth in communities throughout the UK. We are delivering the projects that are key to unlocking broader economic success and creating more resilient communities, economies and infrastructure.

The SEDEPT Board

Purpose

The South East Board provides an informal network for Place leaders within county and unitary councils, and Local Enterprise Partnerships in the region with an opportunity to consider the broad range of contemporary Place issues and opportunities they're facing, providing a forum for:

- Sharing intelligence
- Being recognised as the voice of the sector with a focus on regional body engagement
- Safe place to have dialogue on wider place agenda
- Peer support
- Assisting those individuals on a learning and development journey such as those on the ADEPT Aspiring Place Directors Programme and Deputies
- Focusing on key themes and bringing subject group expertise around place
- Emphasis on key cross themes important to us all

The Board seeks to keep members up to date on current issues, and to share knowledge and best practice between members, by circulating information between meetings.

Membership

The Board's membership is voluntary and is drawn from Directors and Heads of Service at member local authorities. It includes representatives from:

Bracknell Forest Borough Council
Brighton & Hove Council
Buckinghamshire Council
East Sussex County Council
Hampshire County Council
Kent County Council
Medway Council
Oxfordshire County Council

Portsmouth City Council
Reading Borough Council
Slough Borough Council
Southampton City Council
Surrey County Council
West Berkshire Council
West Sussex County Council
Wokingham Borough Council

The main contact for SEDEPT meeting will be the designated Place Director in each authority/LEP, however, substitutes are welcomed and encouraged.

Key personnel are as follows:

Sue Halliwell (West Berkshire Council) and Matt Davey (West Sussex County Council) –
Joint Chairs

Hannah Bartram (Chief Operating Officer, ADEPT)

Meetings and other activities

The Board meets quarterly at venues in the South East or MS Teams.

Agendas will be circulated by the Joint Chairs at least one week prior to meeting date.
Notes will be circulated following the meeting.

Meetings cover updates from Working Groups, updates from Government departments and agencies on current issues, and invited speakers on specific topics.

Terms of Reference

The Terms of Reference will be reviewed annually.

April 2021