

CIWEM East Midlands Branch Committee Meeting
Annual General Meeting
Wednesday 6th June 2018 17:30 Start
Brewery Tap, Derby

		Actions
1	<p>Apologies for absence</p> <ul style="list-style-type: none"> • <i>Richard Cram</i> • <i>Claire Blissett</i> • <i>James Trafford</i> <p><i>Attendees</i></p> <p><i>Committee Members</i></p> <ul style="list-style-type: none"> • Ruth Morgan • Hannah Howe • Amy Jones • Fay Bull • Chris Broome • Philippa Russell • Katie Loakes • Deniz McAndrew • Rachel Meredith • Tom Mawdsley <p><i>Members and Guests</i></p> <ul style="list-style-type: none"> • <i>David Wickens</i> • <i>See sign-in sheet.</i> 	
	<p>CIWEM's Corporate Strategy and 2018 Priorities – David Wickens</p> <ul style="list-style-type: none"> • David outlined CIWEM's 2018 Corporate Plan • Consultation started in 2016, asking members how they wanted CIWEM to move forwards. Focused on member benefits and public benefits. • Corporate Plan is available online. • Objectives: <ul style="list-style-type: none"> ○ Ensure CIWEM is institution of choice for all environmental professionals. ○ Mobilize and enable members to provide advice/guidance/policy documents. ○ Enhance breadth and depth of care for members. • Seven aims to ensure relevant and accessible. • Relevance and accessibility are thread that runs through corporate plan. • Working to become more active internationally, inc. work through UK-based professionals. • The overall strategy is underpinned by annual priority actions. For 2018, this includes: <ul style="list-style-type: none"> ○ Facility for online seminars (on its way) ○ Get 240 new C.WEM members ○ Growing training and accreditation portfolio 	

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	<ul style="list-style-type: none"> ○ More members in panels networks and groups ○ Improving publications and media platforms ○ 'Using plain English to convey messages and engage larger audiences' ○ More engaged corporate partners, employer-relevant services ○ Better, more diverse national events ○ Increase prestige of flagship events/awards ● David outlined ways that individuals can get involved. 	
	<p>Rachel Meredith outlined New Members' Group team and what they do. Outlined activities undertaken in the past year, and planned future activities.</p>	
	<p>Amy spoke about Mind Your Step</p>	
	<p>Ruth Morgan conducted formal parts of AGM</p> <p>Apologies:</p> <ul style="list-style-type: none"> ● James Trafford ● Richard Cram ● Claire Blissett <p>Minutes of last meeting available online</p> <ul style="list-style-type: none"> ● No comments on accuracy ● Chris proposed minutes as true record ● Hannah Howe seconded <p>Thanks to hosts, sponsors, caterers and speakers.</p> <p>Welcomed suggestions for events – box provided for these suggestions on the night, but also via the CIWEM website and Twitter.</p> <p>Thanks to committee.</p> <p>New Members' Group integrated into main committee this year.</p> <p>RM provided an overview of branch events in past year.</p> <p>Following members of the committee decided to stand down for 2018-2019: Fay Bull, Aimee Pank-Chambers, Emily Mayle, Will Madge, Sam Ireland, Daniel Bourne, Sara Barsley, Matt Day.</p>	

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	<p>15 members on committee from diverse backgrounds.</p> <p>CIWEM East Midlands membership has increased from 2013-2018, across most membership grades.</p> <p>See slides for names of committee members.</p> <p>Deniz McAndrew nominated Helen Burton (AECOM) Rachel Meredith nominated Sarah Creighton</p> <p>Proposed by Fay Bull, seconded by Andy Warren.</p> <p>Executive roles:</p> <ul style="list-style-type: none"> • Ruth Morgan – Chair • James Trafford – Immediate Past Chair • Hannah Howe – Vice Chair • Deniz McAndrew – Junior Vice Chair • Chris Broome – Treasurer • Amy Jones - Secretary <p>Roles proposed by – Andy Warren, seconded by Fay Bull.</p> <p>Sub-groups and leads:</p> <ul style="list-style-type: none"> • Rachel Meredith – New Members’ Group Lead • ? – Events Programme Lead • ? – Membership and Training Lead • ? – Communications, Website and Social Media Lead • ? – Links to Industry Lead <p>Information can be found on CIWEM website or by following us on Twitter (@CIWEM_EastMids).</p> <p>CB provided an overview of role of treasurer. Budgets are submitted annually to CIWEM London office. Currently we are more or less breaking even annually. In discussion with London office regarding bank balance overall.</p>	
<p>10</p>	<p>Date and location of next meeting: N/A</p>	

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Signed as a true record of the AGM:

Date:	Date:	Date: