



The Local Government Technical Advisers Group

LOCAL GOVERNMENT TECHNICAL ADVISERS GROUP ANNUAL GENERAL MEETING

Westminster City Council Offices, London
Monday 16th MAY 2016 AT 5.30 PM

MINUTES

ATTENDANCE

Trevor Collett	TAG President
Rob Gillespie	Senior Vice President – Hounslow Highways
Alan Kraven	Junior Vice President – FM Conway
John Lamb	Junior Vice President - Calderdale
Phil Moore	Immediate Past President
Martin Low	Westminster - Past TAG President
Satbir Gill	Hounslow Highways - Past TAG President
Jim Kinchesh	TAG Honorary Treasurer
John Elliott	TAG Communication Officer
Andy Morris	TAG National Secretary
Rogan Keown	Redbridge & LOTAG Group 1 Joint Chair
Ruth Bendell	Chair of FCRM – Northumberland CC
Martin Sachs	Membership Officer, Secretary Transport Committee
Dominic Proud	Chair of Transport Committee

1.0 Welcome by the TAG President

Trevor Collett welcomed everyone to the TAG AGM, especially to Dominic Proud in his new role as Chair of the Transport Committee.

2.0 Apologies for absence

Submitted apologies from Andrew Cassells, Andy Best, David Green, Iain Simmons, Martin Holland, Tim Walker and Derek Smith were noted.

3.0 Minutes of the AGM held at the Ambassadors Hotel on 21st May 2015

It was noted that Rogan Keown's name had been misspelt and this would be amended. Other than this point the minutes of the previous AGM held were proposed as an accurate record by Rob Gillespie and seconded by Satbir Gill and unanimously approved.

4.0 Report for 2015/16 by TAG President, Trevor Collett

Trevor felt that he had not managed to achieve as much as he had wanted to when he took up the presidency a year ago. He had wanted to open the meetings out to remote access however this had been hampered by not being able to access the right technology. However he felt this was worth pursuing especially with the pressures on the TAG budgets.

He said he was pleased that TAG NI was still active and despite all of the council reorganisation there was a keenness to work with TAG. TAG is certainly keen to work with NI.

There is still a significant focus on highway asset management with reporting of conditions getting a bit better and the number of claims have reduced. Some authorities have reported improved highway conditions although it is not thought this is sustainable in the longer term due to short life cycles of some treatments.

The Government continues to push for longer lorries despite objections by TAG and other organisations.

Capital maintenance funding is reducing on some trunk roads in favour of capacity improvement schemes.

5.0 Report of Honorary Treasurer, Jim Kinchesh as Attached

Jim circulated copies of the following reports:-

Statement of Accounts to 31 March 2016

Budget 2016/2017

TAG Subscriptions 2016/2017

Jim then went through his reports.

There was a slight increase in the accumulated funds over the budget figure. This was due to a drop in the committee expenses and an increase in the seminar income.

JL asked if there should be a budget allowance for presidential expenses. A lot of organisations cover the cost of attendance of the president at meetings etc. however if this is not possible then expenses can be covered with the inclusion of a budget. This should be discussed with each incoming president.

ML asked if a note of those organisations who have not paid subscriptions could be included in the annual report, for transparency.

AM asked everyone to try and ensure there was continuity of TAG members when someone leaves and organisation.

The accounts and budget were proposed to be accepted by John Lamb and seconded by John Elliott, they were unanimously approved subject to audit.

The subscriptions were noted.

6.0 Appointment of Auditors

Satbir Gill proposed and seconded by Alan Kraven that Ken Abraham continues as the TAG Auditor for 2016/2017. Approved unanimously.

7.0 The John Holdsworth TAG Award, for outstanding service to TAG

Trevor Collet presented the award to Bob Donaldson for his work as Chair of TAG Transport Committee, work with the regions and as president of TAG. Andy Morris Accepted the award on behalf of Bob.



8.0 Installation of Rob Gillespie as TAG President for 2016/2017

Trevor Collett was delighted to hand over the TAG Presidential Chain of Office to Rob Gillespie and he was sure that Rob would enjoy the challenge of being the TAG President as much as he had.

9.0 Vote of Thanks to Outgoing President

Rob formally thanked Trevor for his year as the TAG President and he hoped to continue with some of the key themes Trevor had been working on.

He then presented Trevor with his past TAG Presidents jewel.

10.0 TAG Senior and Junior Vice Presidents

The AGM were asked to note the following in terms of officers of the organisation.

Alan Kraven – Senior Vice President

John Lamb – Junior Vice President

AM announced that one nomination had been received this year for Junior Vice President. This was from Andrew Cassells. Council had considered the application and was pleased to accept Andrew as the new Junior Vice President. This was duly noted.

11.0 Tag Regional Committee, Group – Chair/Secretary 2015/16

LoTAG –	Jo Weiss - Chair
LoTAG Group1 –	Roger Keown - Joint Chair Ian Simmonds – Joint chair
LoTAG Group 2	Gary Warner – Joint Chair Andy Best – Joint Chair
TAG NE	Derek Smith – Chair Stuart Kay - Secretary
TAG NW	Graham Cowley – Chair to be confirmed David Bower – Secretary to be confirmed
TAG NI	Andrew Cassells – Chair Nigel Martin - Secretary
TAG Transport	Dominic Proud – Chair John Elliott – Joint Vice Chair Alan Kraven – Joint Vice Chair
TAG FCRM	Martin Sachs - Secretary Ruth Bendell – chair Vacant– Vice Chair David Green – Secretary

AM circulated a list of TAG members and the various bodies that they sat on representing TAG and the industry in generally. This is shown as Appendix C.



12.0 TAG Officers for 2016/2017

The following officers were proposed and seconded for the year 2016/17 and unanimously confirmed.

National Secretary	Andy Morris - proposed by Satbir Gill and seconded by Trevor Collett
Honorary Treasurer	Jim Kinchesh – proposed by Satbir Gill and seconded by Martin Low
Communication Officer	John Elliott – proposed by John Lamb and seconded by Martin Low
Membership Officer	Martin Sachs – proposed by Rob Gillespie and seconded by Ruth Bendell

13.0 Address for 2016/2017 by the new TAG President

Rob wanted to make the theme for his year as president to be Connectivity and Quality of Life, recognising the needs of our infrastructure to be functional, to accommodate transportation and to also be useable for all modes of movement. In addition the “place” represented by our infrastructure calls on all aspects of TAG’s membership (construction, maintenance, waste management and transportation services) to deliver quality of life essentials for residents and businesses.

There are some significant changes coming through this year regarding highway management, not least will be the new risk management based approach to the new codes of practice. Rob is hoping that we can create the linkages between good engineering and how this can have a positive effect on the quality of life.

The variations in funding create difficulties in retaining and recruiting staff with the necessary skills. Therefore the initiative of “growing your own” will become more important. The apprenticeship route, along with NVQs and vocational training will be more important to the future of successful service delivery and membership of the institutions. Again, we have to engender the mentoring of our young people and the sharing of the knowledge and skills of more experienced members of our industry.

Asset management is becoming more important and this is being recognised through the funding mechanisms and the self-assessment tool kit and will remain a key focus for the industry over coming years.

TAG needs to be close to the DfT and its stakeholders and to maintain the “conversation” that balances the technical needs of infrastructure, with the long-term value/cost of our networks to meet the transportation needs of the UK.

Rob wanted to record his appreciation and thanks for the hard work that Alan Kraven and Satbir Gill had done in organising this year’s AGM and Presidential Conference. AM also wanted add his thanks for their assistance.



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14.0 Any other Urgent Business

The next meeting of the UK Network Management Board was to take place in Cardiff on the 7th September and all are welcome to attend.

15.0 Date of next meeting

The next meeting of TAG Council is on 15th July 2016 – Venue to be confirmed. AM will try and arrange it with Northern Ireland.

Andy Morris
TAG National Secretary