

# ANNUAL GENERAL MEETING



## Minutes of the Annual General Meeting

held on Friday 21 September 2018 at 1.30 pm at the CMI offices, 3<sup>rd</sup> floor, 77 Kingsway, London WC2B 6SR

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### PRESENT:

Bruce Carnegie-Brown CCMI, President (Chairman)  
Ann Francke CMgr CCMI FIC, Chief Executive  
Lucy Greggains, Chief Financial Officer

Nine further Corporate Members

### Introduction and quorum

1. Bruce Carnegie-Brown, President of the Institute, welcomed members to the meeting.
2. The President confirmed that a quorum of seven Corporate Members was present.

### Notice of meeting

3. The notice of the meeting was taken as read.

### Minutes of Annual General Meeting held on 21 September 2017

4. The minutes of the Annual General Meeting held on 21 September 2017 were received and noted.

### Report and Financial Statements of the Institute for the Year ended 31 March 2018

5. The President highlighted activities and achievements for CMI in 2017/18, all of which embodied the Institute's charitable mission:
  - Our leading role in development of management apprenticeships continues and we are providing support to employers and education providers in the implementation of the Apprenticeship Levy.
  - Acceleration of our partnership strategy saw us develop 29 new Higher Education partnerships. We are moving into the phase of delivering exceptional value to those institutions and their students, creating what we call 'employability modules' and curriculum enrichment.
  - The formation of 25 major strategic partnerships with employers, private training providers and Further Education colleges.
  - Our community of members – across CMI, the Institute of Consulting and CMI Women, is able to take advantage of a multitude of opportunities to engage, through our Regional Board activities, our national and high profile events such as the President's Dinner; as well as online through social media channels, and webinar sessions.
  - Our international development continues. Building upon our partnership with the Institute of Managers and Leaders, they are now established as a provider of Chartered Manager status in Australia and New Zealand. We launched our Malaysian Regional Board, to

operate alongside our existing Boards in Hong Kong, Singapore and Sri Lanka and we announced a partnership with the British Council in Singapore.

- Work has begun to create a professional reward, recognition and career pathway for consultants with our new Charter award (ChMC) for Management Consultants.
- We continue to focus on building on our brand awareness and reputation by amplifying our message, along with engaging more closely with students and apprentices to create a young member surge.

6. The President then invited Ann Francke to highlight future developments, which she did as follows:

- The Institute continued to promote the need to develop accidental managers into conscious leaders.
- The funding of apprenticeships had ensured employers invested money into training, which was all the more important with the impending Brexit. CMI would be challenging some of the government's decisions, especially concerning funding.
- Educational Partnerships were being strengthened, with employability modules being developed within university faculties.
- A more scalable version of the Chartered Manager award had been recently launched as a corporate offer, which was a new development for the Institute.
- The new Director responsible for the Chartered Management Consultant project, Sue Hatton, was working with the MCA, PWC, Deloitte and IBM to develop the framework for the award.
- International growth continued, with the successful government-backed chartered trade mission taking place earlier this year. A Managing Director for Asia Pacific had been recruited, who would work with our Boards in that region and concentrate on building relationships.

7. Additional issues raised by members were:

- i. Professor Peter Tomkins FIC CMC CCMI enquired about how to make best use of existing members' wisdom.
- ii. In response, Bruce Carnegie-Brown set out three principle activities that would be taking place. The new Director of Membership, Matt Roberts, would be reviewing member engagement as a whole. Also, the Chair of the Board of Companions, Patrick Dunne CCMI, had reinvigorated the membership of the Board, which was key to further engagement opportunities. Finally the calibre of the Region and Devolved Nation Boards had been raised over the past twelve-eighteen months, which had led to engaging further members, local businesses and universities.
- iii. Diana Gibbs MCMC commented that the mentoring portal seemed rather impersonal and sought assurances that ways would be developed to further build the member community.
- iv. Ann Francke emphasised the need to provide a vibrant member experience. The sequencing of this was important. The Institute had prioritised building partnerships with higher education institutions and employers in respect of dual accreditation of degrees and apprenticeships respectively, as this was fundamental to our mission. Also creating future leaders was core to our mission, bringing vital skills to contribute to the UK's productivity which was key in a changing economic time with Brexit in 2019. These activities were also important for the Institute's financial stability. Now that these steps were in place, focus could shift to membership. This had

commenced with a review of systems. CMI was investing heavily to develop an infrastructure which was more agile and streamlined and would align CPD to an integrated system.

- v. Patrick Dunne expressed his thanks to the leadership team on behalf of the members of the Institute for what had been achieved over the past twelve months.
  - vi. Paul Bennett commented on the tenacity, valuable support and high quality materials provided by the CMI team to universities and apprentices.
8. It was noted that the volunteer engagement day held in November would be in a different format this year and would be run as a workshop for Regional Board Chairs to consider how Regional Boards could be fit for future purpose, with the changing needs of the Institute. Consideration would be given to repurposing each Board to concentrate on a particular area of strategic focus, such as thought leadership or CPD, rather than each Board operating on a purely regional basis.

### **Adoption of Financial Statements and Report of the Board and Auditors**

9. Don Bawtree of BDO LLP read to the meeting the abbreviated report of the Auditors on the financial statements of the Institute for the year to 31 March 2018.
10. Valerie Dias proposed, and Professor Peter Tomkins seconded, the Resolution:
- That the Financial Statements of the Institute and the Report of the Board and the Auditors thereof in respect of the year ended 31 March 2018 be received, considered and adopted.*
11. The Resolution was put to the meeting and carried unanimously.

### **Re-appointment of Auditors**

12. Patrick Dunne proposed, and Liz White seconded, the Resolution:
- That BDO LLP be re-appointed as Auditors of the Institute, to hold office from the conclusion of the meeting until the conclusion of the next Annual General Meeting, and that the Board be authorised to fix their remuneration.*
13. The Resolution was put to the meeting and carried unanimously.

### **Results of elections to the Board**

14. The President explained that one place on the Board had been subject to election this year; as the Institute continued in its alteration to the composition of the Board increasing the number of specialist co-options to the Board. The 2018 election had been contested by ballot and scrutinised by Electoral Reform Services. The member elected to the Board was Paul Bennett FCMI.
15. Paul Bennett was present at the meeting. He was congratulated on his success in being elected to the Board.
16. The President acknowledged the significant contributions of three members of the Board stepping down from office: Mike Clasper CBE CMgr CCMI (Immediate Past President), Marcella Monaghan CMgr MCMI and Richard Thomas CMgr FCMI.

### **Concluding Remarks**

17. The President made his concluding remarks by thanking CMI's Trustees and the members of the Committees and Regional/Devolved Nation Boards which supported the Board for their considerable efforts over the past year.

18. The President drew the meeting to a close and thanked members for their attendance.

**Corporate Members present:**

Gaenor Bagley\*

Paul Bennett\*

Walter Balmford

Valerie Dias\*

Patrick Dunne\*

Diana Gibbs

Professor Peter Tomkins

Sam J Watkins

Liz White\*

\* Trustee of the Institute

**In Attendance**

Don Bawtree, BDO LLP

**Executive team**

Tanya Aitken

Ann Francke

Lucy Greggains

Sue Hatton

Steve Heappey

Elaine McLean

Keith Richardson