

2021 LARAC ANNUAL GENERAL MEETING
Wednesday 6 October 2021
12:45 - The Hilton Metropole, Birmingham

Agenda

- 1 Minutes of the 2020 LARAC Annual General Meeting** - held on 22 October 2020, Video Conference, (overleaf) (CT)
- 2 Matters Arising** (CT)
- 3 Annual Report by Chair of LARAC** (Annual Report 2021 – page 3) (CT)
- 4 LARAC Policy Work Overview by LARAC CEO** – (LM)
- 5 Treasurer’s Annual Report and Accounts 2020/2021** (Annual Report 2021 – pages 4-5) (LM)
- 6 Announcement of Membership Fee for 2021– 2022** (CT)
The Executive announce that the Membership fee for 2022 -23 will remain at £445.
- 7 Constitutional Matters** (CT)
 - a) Announcement of National Election Results
 - b) Honorary Member nominations
- 8 AOB** - if previously notified to the Chair

2020 LARAC ANNUAL GENERAL MEETING

Thursday 22 October 2020

2pm – 3pm Video Conference

Minutes

CT welcomed everyone to the first ever virtual AGM meeting and introduced the presenters. She thanked people for attending. She gave instructions for asking questions during the meeting.

1 [Minutes of the 2019 LARAC Annual General Meeting](#) - held on 2 October 2019, Metropole Hilton, NEC Birmingham

CT sought approval of the minutes.

Paul Deakin proposed the minutes be accepted by the meeting. Seconded: Eloise Attwood

The minutes were accepted as a true record.

2 **Matters Arising**

No matters arising from the minutes.

3 **Annual Report by Chair of LARAC** ([Annual Report 2020](#) – page 3)

It was noted this is on the LARAC website.

CT observed that the first half of our annual report year was a 'normal' year for councils. She then congratulated councils' responses to Covid-19 and explored where we are now and possible various scenarios in different parts of the country looking forward. She pointed out that LARAC will continue to update members on guidance as things proceed. She drew attention to LARAC's role and the Covid-19 specific page on the website.

CT referred to the 2019 Conference at the Birmingham Hilton, and its success in terms of venue and attendance; the successful 2020 virtual conference and the challenges involved there. She looked forward to a physical event in Birmingham in 2021 on 6 and 7 October and reminded people to give feedback on this year's virtual event and to contact admin@larac.org.uk with any concerns/comments.

CT reported that the Environment Bill is a primary concern for LARAC as we support the Resources and Waste Strategy aims, and she gave the possible timescales regarding its path through parliament.

CT highlighted the Knowledge Sharing part of her report as very relevant this year with the extra challenges imposed by Lockdown and Covid-19 in general, and she encouraged members to continue to use the LARAC channels with regard to this.

No questions.

4 **LARAC Policy Work Overview by LARAC CEO**

LM gave a verbal overview of the year's policy work and pointed out that policy work has been ongoing despite Covid-19. He outlined our role as a communication channel during Covid-19 – and that we had been as timely as we could possibly be with relaying guidance updates and information from Defra. He also outlined our role in the Survey work which was led by Adept on how local authorities were coping with maintaining services in the face of the Covid-19 challenges. He echoed CT in pointing out the Covid-19 page is still on the LARAC website to be referred to.

Consultations did not stop all the while even though there was a lull in the Defra consultations. We continued working on consultations with the devolved governments in Scotland and Wales and with the NI government as it came back into action. As always, these have taken up a large part of our policy work time and we are grateful to our reps in those countries who help us to formulate our responses. We continue to work hard to respond to the devolved consultations as well as the England and UK-wide ones.

DRS, EPR and Consistency consultations – LARAC has been doing a lot of pre-consultation engagement with

Defra and the devolved governments on these and engaging with various stakeholder groups in all three strands. He outlined how the reps and our policy officer have worked together on the three strands to work consistently across the three consultations. He referred to the confidentiality involved.

We have also given evidence to various House of Commons committees. We are trying to inform other parts of the sectors as well as LAs. He referred to a Defra meeting he had been involved in during the morning and gave news from that. He stressed this kind of representation is great value to members even though it takes place largely 'behind the scenes'.

5 Treasurer's Annual Report and Accounts 2019/2020 ([Annual Report 2020](#) – pages 5-6)

The Report was noted.

JC referred to the 'stunning' Birmingham Hilton conference (the first time we took the conference there) and the profit share which has helped us through this difficult year and contributed to the surplus in the year's budget. He stressed how well supported it was by local authority delegates, exhibitors, and sponsors. He hoped we could get back to the Hilton next year.

Membership levels holding up very well, which he attributed to our supportive Covid work this year. He looked forward to returning to normality as, like others, our income opportunities have been curtailed, but so have our expenses. This year has helped us to review our services for members – there are lessons we can learn from these challenges on how we can become an ever more valuable resource for members.

6 Announcement of Membership Fee for 2021– 2022

CT announced that the Membership fee for 2021 -22 will remain at £445.

7 Constitutional Matters

7a) Announcement of National Election Results

Four nominations were received, and a ballot held, with the following three people being elected for a two-year term:

Andrew Bird

Durk Reyner

Gareth Rollings

CT Welcomed Gareth Rollings onto the Exec.

7b) Announcement of Regional Election Results

In the following areas there was only one nomination, so they are elected for a two-year period:

Eastern: Hilary Garlick

East Midlands: Eloise Attwood

North East: Victoria Burrell

North West: Carole Taylor

Scotland: Stephen Gilfillan

South East: Ian Upstone

South West: Elizabeth Turner, who was welcomed as a new member

Wales: Paul Quayle

West Midlands: Dan Roberts

Yorkshire and Humber: James Ward

7c) Honorary Member nominations

CT explained how this is normally reserved for ex-chairs of LARAC, but this has recently been expanded to recognised service to LARAC. The Exec has nominated Mark Foxall in recognition of his long service to LARAC – one of the longest serving Exec members. Mark Foxall steps down from the Executive as a national representative; he has served on the LARAC Executive for 15 years since 2005, was the 74th person elected to the Executive and was the third longest serving member. The meeting thanks him for his long service to LARAC in roles such as Vice Chair, Treasurer, Policy Team and Conference Team member and LARAC structure working group.

CT was very pleased to propose Mark Foxall who was suggested at the last Executive meeting and seconded by Durk Reyner.

Vote Result: 97% in favour of the nomination.

CT congratulated MF and thanked him for his work on the LARAC Exec.

8 Formation of LARAC Ltd

DRey said this is one of the most important things we have had to do as an Executive and he went on to explain the LARAC position as an unincorporated body and how it is unsustainable as an operating position for LARAC. We have also looked at how we can work best for our members. He ran through the bullet points

LM referred to the change in income from conference and how we have been able to reduce our costs – this has given us the opportunity to look at increasing resources, because we have had more disposable income (pre-Covid-19).

DRey referred to becoming an incorporated body – a company limited by guarantee with articles of association instead of a constitution – he pointed out LARAC will appear the same but underneath there will be structural changes. He referred to the move in role for Exec members to Directors.

LM pointed out members would be classed as guarantors with a limited liability of £1. At the moment under the constitution members have unlimited liability – so this is an improvement for members.

Exec members will need agree to be directors of LARAC Ltd.

DRey emphasised in terms of practical implications: that few changes would be very visible. VAT on membership invoices will be a change. Generally, the change will allow us more flexibility to employ and operate.

CT asked for questions: There were none.

CT put forward the following Motions for Member Vote:

a) That LARAC establish a company limited by guarantee (LARAC Ltd) with the proposed Articles of Association to undertake the duties and services currently made available by LARAC.

Result: 86% of the meeting in favour.

b) That current members of LARAC become guarantors of LARAC Ltd.

Result: 85% of the meeting in favour.

c) That all assets LARAC currently possess are transferred in their entirety to LARAC Ltd.

Result: 87% of the meeting in favour.

d) That the current elected representatives on the LARAC Executive are appointed as directors of LARAC Ltd.

Result: 95% of the meeting in favour.

e) That the Executive are delegated to undertake the formation of LARAC Ltd and the subsequent transfer of assets in a timely manner.

Result: 90% of the meeting in favour.

f) That on completion of the company formation and transfer of assets to LARAC Ltd the Executive make the necessary arrangements to formally wind up LARAC as it is currently constituted in a timely manner.

Result: 95% of the meeting in favour

9 AOB

MF thanked the meeting voting for his honorary member status. CT congratulated him.

CT referred to the shocking news of former Exec member Mandy Pile's sudden death at the weekend. She was a well-respected member of the Exec and will be greatly missed by all of us. A tribute is on our website. Dover District Council is setting up an online book of remembrance – notify admin@larac.org.uk if you wish to contribute to that.

CT thanked people for taking part and wound up the meeting.

[Attendees of the 2020 AGM](#)