



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 English county, unitary and metropolitan authorities 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, combined and unitary councils 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 leadership programmes and their deputies
- Focusing on key themes and bringing subject group expertise around place
- Emphasis on key cross themes important to all place professionals

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
- Cambridgeshire County Council
- City of London Corporation
- City of Westminster
- East Sussex County Council
- Hampshire County Council
- Isle of Wight Council

- Kent County Council
- London Borough of Enfield
- London Borough of Haringey
- London Borough of Havering
- London Borough of Hounslow
- London Borough of Islington
- London Borough of Merton
- London Borough of Newham
- Westminster City Council
- Medway Council
- Milton Keynes Council
- Oxfordshire County Council
- Portsmouth City Council
- Reading Borough 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, however, substitutes are welcomed and encouraged.

Key personnel are as follows:

Katie Stewart (City of London Corporation) and Matt Davey (West Sussex County Council) – Joint Chairs

Hannah Bartram (Chief Executive Officer, ADEPT)

Meetings and other activities

The Board meets quarterly predominantly on MS Teams, but where possible, will explore in-person meetings at venues across the Southeast.

Agendas will be circulated by the Joint Chairs 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 2026