



Work Plan 2020/21

To note: the work plan is framed around the delivery model agreed at the AGM (June 2019)

Objective	Outcomes	Activity
1. Membership services	1.1 Grow the membership, particularly LAs	<ul style="list-style-type: none"> • 90 county & unitary authorities (+7) • 4 CAs (+1) & 4 STBs (+1) • 12 LEPs (-) • 3 national / regional associations (-) • 20 Corporate Partners (-) <p>Maintain a retention rate of 95%</p> <p>Run two CP seminars (Sept '20 & March '21)</p>
	1.2 Grow income from sponsorship	<p>Secure sponsorship for:</p> <ul style="list-style-type: none"> • Annual Awards Dinner (May) • National Traffic Managers Conference (Oct) • Autumn Conference (Nov) • Live Labs Expo (Dec) • Highways Innovation Conference (Feb) • Any climate change related event
	1.3 Partnership with Proving Services	<ul style="list-style-type: none"> • Promote future highways research group (FHRG) & benchmarking services – relaunch Q2/3 • Promote / administer Highways Innovation conference (Feb '21) • Launch / promote waste benchmarking service (date tbc)

	1.4 Leadership Development Programme (delivered by SOLACE)	<ul style="list-style-type: none"> • Administer 2 cohorts • Recruit / train more mentors • Support informal networking of past cohorts • Run ‘mock interview’ programme in partnership with Odgers • Offer further training e.g. political awareness • Recruit cohorts for 2021/22 (commencing Q4)
	1.5 <i>Excellence in Place Leadership</i> programme (with Amey)	<ul style="list-style-type: none"> • Promote outputs of each session • Plenary session at Autumn Conference Nov ‘20 • Recruit delegates for Year 2 (commencing Q4)
2. Networking & Learning	2.1 Subject & Regional Boards plus working groups: enhance delivery and impact	<ul style="list-style-type: none"> • Annual / medium term work plans • More joint Board meetings • Seek opportunities to run technical workshops • Look to engage with SMEs • Chairs to maintain and/or establish strong relations with relevant government departments and other organisations • Re-establish regional boards in Yorkshire & Humber/NW/NE
	2.2 Maintain strategic engagement with key bodies	<p>Continued regular engagement with key government departments and agencies plus other relevant organisations – build on positive outcomes of Covid-19 activity</p> <ul style="list-style-type: none"> • Defra, Treasury, DfT – priority to engage at ministerial level • DCMS, MHCLG, BEIS • ADPH, ADASS, ADCS • LEDNet, LEP Network, LGA • Climate change organisations • Highways England, Network Rail, Homes England

3. Research & Development	3.1 SMART Places Live Labs programme	<ul style="list-style-type: none"> • Effective learning & dissemination programme • Ongoing comms • Deliver Live Labs Expo • Secure DfT funding for 2021-22
	3.2 Climate Change	<ul style="list-style-type: none"> • Support members with tools, advice, blogs, other materials • Develop COP26 comms strategy (Q3) • Publish shared policy asks (Q2) • Develop proposal & secure support for CC Live Lab
	3.3 Public Health	<ul style="list-style-type: none"> • Support Nigel Riglar on Public Health Research Programme • Other?
	3.4 Highways Sector Council	<ul style="list-style-type: none"> • Agree governance with co-founders • Ensure representation on working groups • Promote / support delivery of outputs
	3.5 Skills	<ul style="list-style-type: none"> • Publish / promote skills policy position
4. Influencing & policy development	4.1 Funding	<ul style="list-style-type: none"> • Influence Budget / Spending Review • Respond to Shared Prosperity Fund consultation • Further work with ADASS, ADPH, ADCS also LGA
	4.2 Infrastructure & Communities	<ul style="list-style-type: none"> • Refresh housing policy position • Focus on decarbonisation of transport agenda • Publish skills policy position & follow up (see above)
	4.3 Climate change & environment	<ul style="list-style-type: none"> • Influence Environment Bill • Deliver CC work programme (ongoing) • Publish/promote shared policy asks (Q2) • Preparing for COP26 (Nov 2021) • Public health (see above)

5. Organisational development	5.1 Independent review of ADEPT	<ul style="list-style-type: none"> • Repeat the 2017 impact study (Q3)
	5.2 ADEPT Status	<ul style="list-style-type: none"> • Investigate options for ADEPT's status (i.e. limited company) • Present options paper at General Meeting (Nov '20)
	5.3 Ongoing support (Secretariat)	<ul style="list-style-type: none"> • Secure new supplier for ADEPT events

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