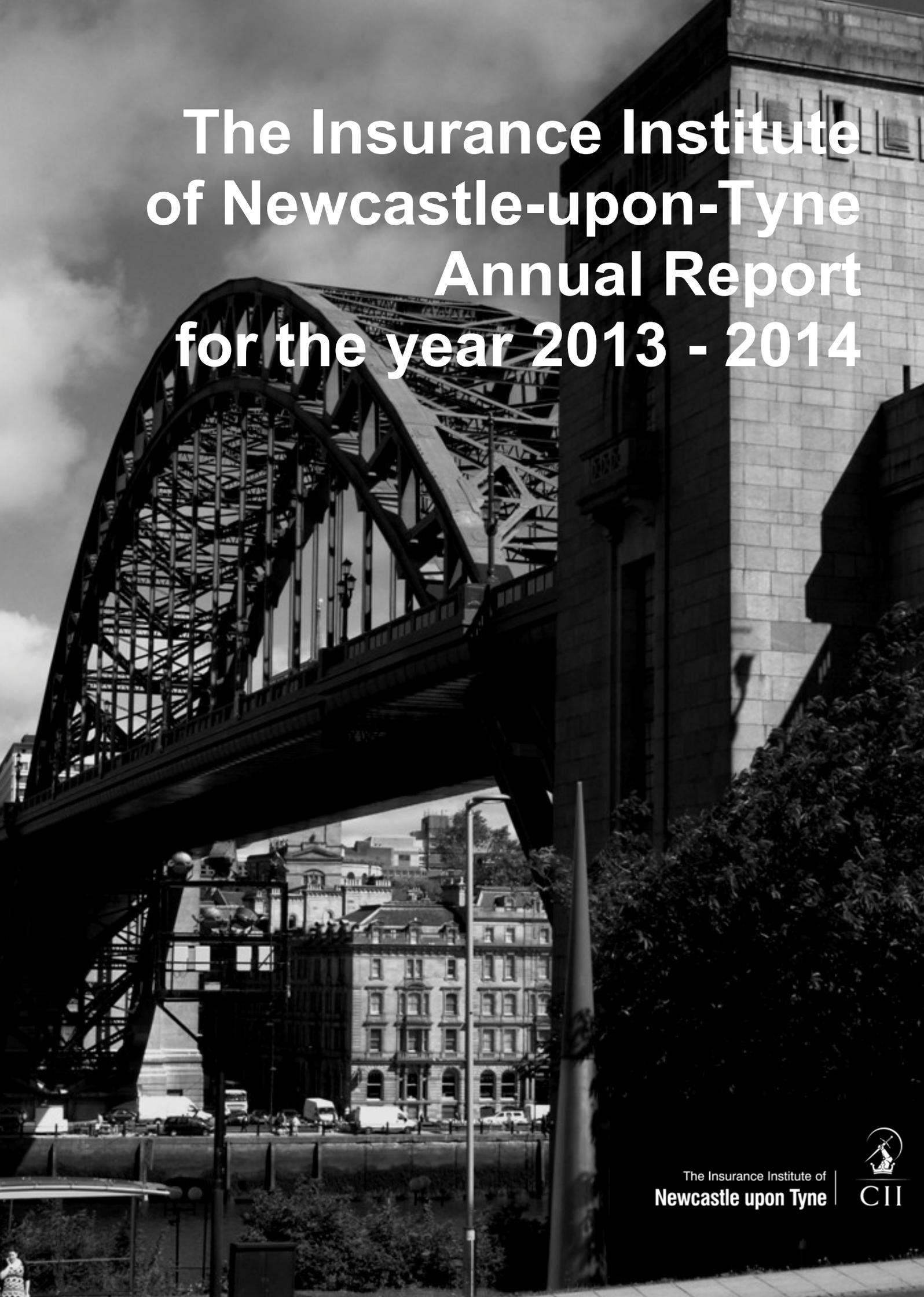


The Insurance Institute of Newcastle-upon-Tyne Annual Report for the year 2013 - 2014



The Insurance Institute of
Newcastle upon Tyne



CII

Newcastle upon Tyne Contents

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AGM Programme

1. Apologies for absence
2. Approval of the minutes of the AGM held April 2013
3. Matters arising from the minutes
4. President's Report
5. Treasurer's Report
6. Secretary's Report
7. Questions from the floor
8. Election of Officers
9. Handing over Chairs of Office (Presentation of Badges)
10. New President's Address
11. Any Other Business

AGM Notice: 118th Annual General Meeting of the Insurance Institute of Newcastle upon Tyne 2014

This year's Annual General Meeting (AGM) will be held at **Tesco Underwriting, Quorum Business Park, Newcastle upon Tyne, NE12 8BU** on **Tuesday 29th April 2014** at **17:00 (for 17:30)**.

All Council nominations are listed below and will be approved at the AGM.

Please contact the Secretary 14 days prior to the AGM if you would like to make an objection to any of the points or to request a copy of the 2013 minutes.

The existing Council recommends that members vote in favour of all the resolutions being proposed at the AGM, which they consider to be in the best interests of the institute as a whole.

NOTICE is hereby given that the AGM of the Insurance Institute of Newcastle upon Tyne will be held at **Tesco Underwriting, Quorum Business Park, Newcastle upon Tyne, NE12 8BU** at **17:00** – for the following purposes:

1. The proposed President of the Institute for 2014/15 is Jill Carter of Tesco Underwriting.
2. The proposed Deputy President of the Institute for 2014/15 is Brian Stonehouse of Eldon Insurance Services Ltd
3. To receive and adopt the Treasurer's Report and Accounts for 2013
4. To receive and adopt the Annual Report of Council for 2013/14
5. To elect the following Vice-Presidents for the session 2014/15
Under rule 12a): Richard Talbot-Jones, John Bruce
6. To elect the following ex-officio members of the Council for the session 2014/2015
Secretary: Katy Thorne – Easby Gale & Philipson
Treasurer: Willard Wright – Walter Wright Insurance Brokers
Education Secretary: Ian Stockley – Tesco Underwriting
Examinations Secretary: Vincent O'Sullivan
Sports & Social Secretary: Peter Blacklock – St. James's Place
Public Relations Secretary: John Neill – Towergate Risk Solutions
Dinner Secretary: David Holder – Cunningham Lindsay
7. To elect the following Council members for the session 2014/15
Peter Locker, David Nield, Julie Harle, Karen Weir, Tim McGee, Nick Straker, David Gunning
8. To appoint Glen C Rodger Ltd Accountants for the session 2014/15.
9. Appoint a Charities Representative: David Robson - Markel

General Information

Insurance Institute of Newcastle upon Tyne
c/o Easby Gale & Phillipson
Trinity House
Thurston Road
Northallerton
North Yorkshire
DL6 2NA

E-mail: newcastleinsinst@gmail.com

Website: www.cii.co.uk/newcastle

AGM: Tuesday 29th April 2014

Venue: Tesco Underwriting, Quorum Business Park, Newcastle upon Tyne, NE12 8BU.

President: Richard Talbot-Jones BA (Hons), PgDip, Dip CII – Northern Counties LLP

Deputy President: Jill Carter ACII – Tesco Underwriting

Cover photograph courtesy of Craig Donnelly, of Northern Counties LLP

Local Institute Council and Officers 2013-2014

President:	Richard Talbot-Jones BA (Hons), PgDip, Dip CII, MInstLM
Deputy President:	Jill Carter ACII
Vice Presidents 12a:	John Bruce Certs CII (MP&ER), Dip PFS, CFPCM Peter Locker ACII
Secretary:	Katy Thorne BA (Hons), FPFS
Treasurer:	Willard Wright BA (Hons), ACII
Education Secretary:	Brian Stonehouse BA, Assoc CIPD, TAP
Dinner Secretary:	David Holder
Sports and Social Secretary:	Peter Blacklock Dip PFS
Public Relations Secretary:	David Robson Cert CII
Examinations Secretary:	Vincent O'Sullivan ACII
Other Officers:	Karen Weir Cert CII Nicola Manning Cert CII Julie Harle ACII Tim McGee ACII, ACILA John Neill BSc (Hons), Dip CII, CMgr MCMl David Nield BA (Hons), ACII Audrey Gough
PFS Representative:	David Gunning Certs CII (MP&ER), Dip PFS
PFS Chartered Champion:	Nick Straker ACII, FPFS
Charities Representative:	David Robson Cert CII

President's Report 2013-2014

The function of the President is to:

- Represent the local institute at local, regional and national events,
- Maintain the profile of the local institute locally, regionally and nationally in a professional manner taking due cognisance of the demands of a continually changing industry/membership,
- Develop and expand the services of the local institute for the benefit of all members across all disciplines both for the individual academic development and personal skills/social development, and, Liaise with other appropriate professional bodies in the area and in
- conjunction with the treasurer ensure the local institute is run on a financially sound basis.

2013/14 has been a busy year for the Insurance Institute of Newcastle upon Tyne. In many ways this year has been a period of reorganisation, rejuvenation and preparation for the future. Council has expanded significantly in the last 3 years; we have greater involvement from Personal Finance Society (PFS) members, including the Tyne Tees PFS Region Committee; we have been working more closely with other local institutes (particularly Middlesbrough and York) and we have been engaging with the Institute of Hazard, Risk and Resilience in Durham.



Representing the institute I have attended the following events:

- I attended dinners at the following institutes: Middlesbrough, Leeds, Carlisle, York & Hull, as well as dinners for Newcastle upon Tyne Law Society & BIBA.
- Other members of Council deputised for me at Halifax and Bradford.
- Jill Carter, our Deputy President, and I attended the CII Network Conference in July 2013.
- In September 2013 I attended ACE Insurance's Newcastle Office 10th Anniversary Celebrations.
- In December 2013 I attended the PFS Regional AGM at Ramside. I addressed the attendees on the issue of joint membership with the CII and furthering links between the two sides of the organisation.

To maintain and improve the profile of our institute I have done the following:

- Actively shared relevant content via social media channels and electronic communications.
- Met with, or communicated with, senior staff from Tesco Underwriting, Eldon Insurance and the Institute of Hazard, Risk and Resilience.
- Submitted press releases to the CII's Journal.

We have taken a close look at what the institute can offer and have put in place the following:

Education

- In July 2013 the Insurance Institute of Newcastle upon Tyne commissioned two new awards to be presented from 2014/15 onwards – further details will be provided nearer the time but they are essentially a “young achievers” award, and a “lifetime achievement” award.
- In January 2014 I accepted a position on the Advisory Council of the Institute of Hazard, Risk and Resilience at the University of Durham with the aim of furthering our links – more information to follow later in this report.
- I have also joined the Steering Group of the Northeast Institute for Business Ethics and have promoted a number of their lectures to members of the institute.

- Increasing our offering at Newcastle City Library by providing IF4 and IF9 resources in addition to an existing range of textbooks and key facts booklets.

Social

- Our annual dinner in November 2013 was well attended with c. 360 attendees. Feedback from the event has been nothing but positive, and we generated a surplus. My thanks go to our Dinner Secretary, David Holder, for an excellent dinner and I'm looking forward to another great dinner in 2014.
- Re-engaged with our Golfing Society to promote their meetings.

The theme for my presidential year was “**Celebrating Success**”. This was achieved by highlighting the achievements of those who achieved exam success, acknowledging firms who had been awarded chartered status, and reporting on numbers of individuals achieving chartered titles. We also recognised the work of Council members – who put in long hours to bring the membership educational and social activities:

- Recognising Willard Wright for his long years of service by electing him an Honorary Life Vice President
- Congratulations to Karen Weir who received a CII Distinguished Service Award for her efforts as Education Secretary in the run up to RDR.

In addition the institute has achieved better working relationships with other regional and national organisations. We have a more varied CPD line up for 2014 and more resources available to those whose studies are not supported by their employer, or who are looking to get into the profession.

Looking forward to the next 12 months, we have a rejuvenated Golf Society, the annual NERG seminar in Leeds, Chartered events for CII and PFS members and CPD events provided by the IHRR – it should be a great year!

Richard Talbot-Jones
BA (Hons), PgDip, Dip CII, MInstLM
President, The Insurance Institute of Newcastle upon Tyne

Secretary's Report 2013-2014

The function of the Secretary is to:

- Keep or cause to be kept proper minutes or reports of all meetings of the institute and the Council, summon all meetings,
- Maintain a register of the names and addresses and such other records of the members of the institute as the Council may determine,
- Ensure that the local institute conducts its affairs at all times in compliance with its constitution,
- Ensure that the local institute's constitution conforms to the CII's Charter and Bye-laws and that it is kept up to date,
- Report to Council on any non-conformity with the constitution,
- Ensure that all meetings of Council and committees are correctly called and are quorate,
- Supervise the election of members of Council, and,
- Ensure that returns required by the CII are correctly compiled and submitted on time,
- Act as Returning Officer for the local institute whenever elections are held for the post of CII Regional Council Representatives,
- The role of Secretary will normally be undertaken for a term of one year although the constitution of the local institute allows for a longer period.

During the course of the year six Council meetings have been held with an average attendance of 10.33 Council members (total membership is 20). Meetings have been held at a variety of venues: Lycetts, Newcastle Central Library, The Pitcher & Piano, but the vast majority were held at Tesco Underwriting and our thanks go to Tesco Underwriting for generously allowing us access to meeting facilities free of charge. There were a number of guests at meetings including Tim Allen, President of Middlesbrough Institute, who came to speak to us about Equality and Diversity, Giles Smallwood who brought Council up-to-date on the Insurance Institute of Newcastle-upon-Tyne Golfing Society and Sandra Hinds, who is the CII Area Marketing Manager for our region.



There has been little change in the membership of Council during the year, we were delighted to welcome John Neill and David Nield and sorry to hear that Nicola Manning was resigning. 25% of Council members are also members of the PFS, all of whom are currently serving on the Tyne-Tees Regional committee.

The annual returns to the CII, most of which were due by 31 May 2013, were all submitted well in advance of the deadline (with the exception of the Officer Return which was due seven days after the AGM and was submitted on the due date).

Based on the most up-to-date figures available at the time of writing, total membership numbers for the Insurance Institute of Newcastle-Upon-Tyne dropped slightly in the period from 1609 (including 733 PFS members) at the end of April 2013 to 1559 in March 2014 (including 763 PFS members).

<u>Membership Class</u>	<u>Amount</u>
Ordinary	1054
Cert CII/PFS	199
Dip CII/PFS	42
ACII/APFS	215
FCII/FPFS	42
Senior	7
<u>Total</u>	1559
Chartered Members	221

Since April 2013 there have been two new firms awarded Chartered status: Lycetts (Commercial Division) and SDB Strategic Planners Limited. Sixteen individuals have been awarded Chartered status in the period: four Chartered Insurers; two Chartered Insurance Practitioners and ten Chartered Financial Planners. In total, the Insurance Institute of Newcastle-upon-Tyne has 221 Chartered members.

Katy Thorne
BA (Hons), FPFS, Chartered Financial Planner
Secretary, The Insurance Institute of Newcastle upon Tyne

Education Secretary's Report 2013-2014

The function of the Education Secretary is to:

- Co-ordinate the educational work of the institute in such manner as the Council may determine,
- Act as agent for the proper administration and carrying out of the CII's examinations according to the regulations prescribed by the CII,
- Give such assistance as may be prescribed in regard to the CII's tuition schemes,
- Advise potential new members on the range of qualifications open to them,
- Advise existing students on options as regards to future examinations,
- Advise qualified members on further qualifications offered by the CII that could benefit them,
- Act as the focal point for those seeking advice on all educational aspects relating to the CII Examinations,
- Advise qualified members on CPD requirements and appropriate ways to maintain their CPD requirements (or to direct such members to the appropriate person within the local institute),
- Arrange for the provision of local examination centres,
- Identify local prize-winners.

Introduction

The purpose of this report is to outline the support we have given our members during this last Council year. The report is based around the requirements of the Education Secretary's role as laid down by the CII. This report covers educational work, CPD support and advice as well as examination support and advice.



Educational Work

We have delivered a total of 7 training/lunch time sessions for our members throughout the year. These have been spread across industry technical training as well as soft skills and compliance. The sessions that we have rolled out are as follows:

- Motor Presentation - Telematics/Ingenium Dynamics
- Business Interruption
- Forensic science in the investigation of Fraud
- TCF
- TAO Everest Presentation
- Writing to express and not to impress
- Equality and Diversity

We are also required to offer examination revision support, but have been unable to complete this due to the fact that CII accredited training courses were not available during this Council year.

As well as offering support to existing members we have also offered support through the CII's Discover Risk campaign, by attending presentation sessions to students at Newcastle University and King's School, Tynemouth.

We have recently started work with IHRR (Institute of Hazard, Risk and Resilience) at Durham University to support our CPD events for 2014, whilst working closely with Middlesbrough Institute to offer the same topics to their members.

CPD Support and Advice

We have supported CPD promotion through the local institute LinkedIn page as well as our e-flyer system to promote our own locally run events through the Council as well as those through CII Broker Academy both here in Newcastle as well as Leeds.

After each CPD event ran through the local institute we have offered CPD queries support, always utilising the assistance of our CII Area Marketing Manager.

Examination Support and Advice

Our Exams Secretary, Vincent O'Sullivan, has once again done a fantastic job in arranging the venue, ensuring that our costs have been in line with CII requirements. He also ensured that we had enough invigilator cover to host the required exam sittings for all members.

Ongoing exam support and advice has been driven through our LinkedIn page and also queries from local members via face to face, telephone and email.

Prize Winners announced at 2013 Annual Dinner were:

- Miss Claire Coates of Wade Financial: APFS – Maddocks Prize
- Miss Kristina Brown of Sunderland University: Dip PFS – Cass Prize
- Miss Sarah Jane Fairbairn of Allianz: Dip CII – Audrey Gough Prize
- Mr Paul Roberts of Eldon Insurance: Dip CII – Audrey Gough Prize

Brian Stonehouse

BA, Assoc CIPD, TAP

Education Secretary, The Insurance Institute of Newcastle upon Tyne

Examinations Secretary's Report 2013-2014

The function of the Examinations Secretary is to:

- Assist the Education Secretary to co-ordinate the educational work of the institute in such manner as the Council may determine,
- Act as agent for the proper administration and carrying out of the CII's examinations according to the regulations prescribed by the CII,
- Advise potential new members on the range of qualifications open to them,
- Advise existing students on options as regards future examinations,
- Advise qualified members on further qualifications offered by the CII that could benefit them,
- Act as the focal point for those seeking advice on all educational aspects relating to the CII Examinations,
- Arrange for the provision of local examination centres.

The April 2013 examinations took place prior to the 2013 AGM and consequently details were included in last year's report.

October 2013 Examinations

These were held at the Royal Station Hotel over four days from Monday 7th to Thursday 10th.



- 106 candidates in total sat 22 subjects.
- In addition 12 Pensions Institute Management candidates sat 4 subjects.
- Some Candidates sat more than one subject.
- The largest session was 37 Candidates and the smallest 2.

April 2014 Examinations

- These will again be held at the Royal Station Hotel but now over three days (previously four days) from Monday 7th to Wednesday 9th.
- Previously all the hour sessions took place in the mornings and the 3 hour sessions in the afternoons.
- This April there will be three 2 hour sessions on the Monday and the 3 hour exams on the Tuesday morning and afternoon and the Wednesday morning and afternoon. As at 19th March, 97 CII candidates have entered to sit 24 subjects and 11 PMI candidates 4 subjects.

To comply with the Equality and Diversity Act 2010 we are now expected to make adjustments to prevent discrimination for reasons other than disability. We are committed to eliminating unjustifiable discrimination on any grounds, and have implemented a number of modifications to ensure equal treatment and diversity for all examination candidates.

Vincent O'Sullivan
ACII
Examinations Secretary, The Insurance Institute of Newcastle upon Tyne

Sports and Secretary's Report 2013-2014

The function of the Sports and Social Secretary is to:

- Co-ordinate and arrange a wide range of social and sporting activities,
- Advise potential new members on the range of social activities open to them,
- Ensure events are open to a wide spectrum of the membership, taking due note of applicable equality and diversity policies

A number of sports and social events were held throughout the last 12 months, all of which were well attended:

5-a-side: July 2013

- Organised by Willard Wright
- Excellent attendance of which required two groups with 11 teams overall.
- Winners were Tesco B
- A mixture of financial advisers and insurance brokers.



11-a-side: January 2014

- Organised by Peter Locker
- The Insurance Institute of Newcastle upon Tyne's Representative Side vs Peter Beardsley's Newcastle United Coaches.
- We beat them 7:3 at Darsley Park, and it was an excellent and very competitive match. It is expected that there will be a return match later in the year.

Quiz: February 2014

- Organised by Peter Blacklock
- Held at the Nine Bar at St James' Park
- 21 teams entered on the night with 110 players spread across teams from the following
- BTIC, Lockton, AXA, NIG, Bluefin, Ace, Giles, Wisecall, Tesco (3 teams), Eldon, Allianz and Towergate
- Winners were Wisecall

Looking forward to 2014/15, we have re-established contact with the Golf Society and will be promoting their three meetings, in addition to our usual football 5-a-side competition, annual quiz and dinner.

Peter Blacklock
Dip PFS
Sports and Social Secretary, The Insurance Institute of Newcastle upon Tyne

Public Relations Secretary's Report 2013-2014

The function of the Public Relations Officer is to:

- Ensure that details of the institute's activities, appointments and awards are publicised and communicated appropriately to the membership and to the wider market as necessary.
- Decide what is the "appropriate" vehicle for communication; website, newsletter, professional publication (including CII Journal or Network News), e-mail, flyer, personal letter or telephone.
- Agree with Council the strategy for publicity and formulate a plan for implementation.
- Report regularly to Council on both the communications and success rate, recommending any revision to the plan.
- Deal with the media on behalf of the local institute ensuring that details of any such media involvements and immediately communicated to the CII.
- Ensure that any CII press releases are timeously distributed.

With the welcomed assistance of the outgoing President, Richard Talbot-Jones, we have raised our profile with the use of LinkedIn and Twitter groups. The aim is to reach a wider audience across all age ranges. We have a healthy number of local institute members, but the challenge as always is to get in touch with these people. Whilst the traditional method of contacting Office Reps has continued, this does not always reach everyone and is beyond our control to a degree. Using more current methods of communication and networking, we hope to have improved this.



Our current communication channels are:

- CII e-flyer system
- Office Reps Network: via newcastleinsinst@gmail.com (c. 50 reps)
- Website: www.cii.co.uk/newcastle
- Twitter: (106 followers)
- LinkedIn: www.linkedin.com/groups/Insurance-Institute-Newcastle-upon-Tyne (157 members / 10% of membership numbers)

One frustrating fact is the Insurance Institute of Newcastle upon Tyne is classed as a third party to the CII. This means if members opt out of receiving third party correspondence from the CII, we will not be able to contact them using the e-flyer system. It is also imperative that members keep their email address up-to-date with the CII to ensure communications reach the intended recipients.

In addition, an increase in Council members in 2013 across different sectors of our industry I am sure will also help raise our profile

Dave Robson
Cert CII
Public Relations Secretary, The Insurance Institute of Newcastle upon Tyne

Dinner Secretary's Report 2013-2014

A local institute's annual dinner is still seen to be the most prestigious event in the local insurance community's annual calendar. These days it attracts far more guests than CII members. Consequently every opportunity should be taken to use the event for networking, sponsorship and to promote the local institute and the CII to the local community.

The Dinner Secretary has an extremely important role to play in arranging, facilitating and co-ordinating the event.

The 2013 Annual Dinner was well attended – fully booked at 360 guests – and was held at the Civic Centre in Newcastle in November.

Our speaker was David Kendall “The Bank Manager from York”, and the CII representative was Branko Bjelobaba FCII.



The top table was joined by guests from the 9 local institutes forming the North East Regional Group, as well as BIBA and IHRR.



Prize Winners, announced on the night, were:

- Miss Claire Coates of Wade Financial: APFS – Maddocks Prize
- Miss Kristina Brown of Sunderland University: Dip PFS – Cass Prize
- Miss Sarah Jane Fairbairn of Allianz: Dip CII – Audrey Gough Prize
- Mr Paul Roberts of Eldon Insurance: Dip CII – Audrey Gough Prize

The dinner raised £1,385.50 each for the Insurance Charities and the Children's Heart Unit Fund from our raffle.

The dinner made a surplus, for the first time in some years, although it was fairly modest at £23.00!

David Holder
Dinner Secretary, The Insurance Institute of Newcastle upon Tyne

Charities Representative Report 2013-2014

The function of the Charities Officer is to:

- To promote awareness of The Insurance Charities to the local membership and market throughout the presidential year,
- To promote awareness of the President's local charity or cause to the local membership and market throughout the presidential year,
- To raise funds for The Insurance Charities at planned events throughout the presidential year,
- On the annual Insurance Charities Day (which is the first Friday in March) to be responsible for the co-ordination and promotion of a range of fund raising events with the membership and throughout the local market,
- To assist generally in welfare and fund raising activities on behalf of The Insurance Charities and any other charities identified by the Council of the local institute.

I was appointed to this role mid-term, but I am keen to raise the activity and awareness of this. On 18th February 2014, Richard Talbot-Jones and I presented the proceeds raised from the 2013 Dinner in the form of a cheque to the Children's Heart Fund Unit (Registered Charity No. 512224) based at the Freeman Hospital in Newcastle. It was a humbling experience and a real eye opener as to how these organisations totally rely on funding to survive. The amount presented was £1,385.50, which was very gratefully received by Lorraine Embleton, their Fundraising Coordinator.



We also donated £1,385.50 to The Insurance Charities (Registered Charity No. 206860), from the rest of the annual dinner proceeds.

A further £478.63 was donated to The Insurance Charities which represented the closing balance of the Golfing Society's bank account prior to their account being closed.

For 2014, the nominated Charity for 2014 is The Sick Children's Trust (Registered Charity No. 284416), with local representation in the Royal Victoria Infirmary in Newcastle. This organisation helps and supports parents of children who are in hospital with serious or life threatening illnesses. We are resurrecting the Institute Golf Society, but I'm also looking at other events to help raise funds for our nominated charity for this year, as well as the awareness of our local institute.

Dave Robson
Cert CII
Charities Representative,
The Insurance Institute of Newcastle upon Tyne



PFS Representative's Report 2013-2014



Since being asked to join the Insurance Institute of Newcastle-upon-Tyne in 2012 as the Personal Finance Society (PFS) Representative on Council, I believe we have taken a massive leap forward in trying to integrate the two parts of our profession, namely the General Insurance (GI) and the Financial Services (FS) aspects. For many years, the two elements have looked upon each other from a distance and possibly wondered how on earth we could be part of the same industry. From the point of joining Council, my aim has been to try and bring down any barriers so that moving forward, we can build one professional voice representative of our whole industry.

As Chair of the Tyne Tees PFS region for the years 2011, 12 and 13, I and my fellow committee members have tried to promote the benefits to our FS colleagues of not only being PFS members but also being accredited through their membership with a local Insurance Institute. For many of the Tyne Tees members this will be either the Newcastle Institute or the Middlesbrough Institute. The majority of the focus over the last few years has been based around the educational requirements placed on FS colleagues through the implementation of the Retail Distribution Review (RDR) and the massive change this has brought for our aspect of the industry. I know that the Newcastle Institute was very proactive during this period in the implementation of revision classes and learning material. Having benefitted from this myself, I would like to thank them for their work in doing this and I know from feedback I have had from the FS members these were very useful. Moving forward I hope that we may extend these types of options to our FS members who are looking to move on further with advanced qualifications which for many will involve the learning path toward Chartered Status. I know that if we can create the interest, our associated institutes will be more than willing to help with further training options.

Over the last two years I have been privileged to have been invited as a guest of honour to the Newcastle Institute annual dinner by both the current President Richard Talbot-Jones and his predecessor John Bruce. For those of you who don't know, John was the instigator in bringing me onto Council as not only was he President of the Newcastle Institute in 2011/12. He is, like myself, is from the PFS arena and has undertaken the role of Chair in the Tyne Tees PFS region on many previous occasions.

In looking forward to the future, I hope to continue to build upon the foundations we have created in bringing both GI and FS aspects together, as I strongly believe that creating one voice representative of all sides can only make us stronger. From the Newcastle Institute / Tyne Tees PFS region, I believe we have moved forward positively and we now have a number of FS representatives on Council. In fact, Katy Thorne our own Council Secretary has also now taken over the role of Chair for the PFS Tyne Tees region. I would like to take this opportunity of congratulating her on this appointment and offering her my support moving forward. In Katy, I know we have a committed member who will continue to develop and promote our mutually beneficial links.

David Gunning
Certs CII (MP&ER), Dip PFS
PFS Representative, The Insurance Institute of Newcastle upon Tyne

Council Proposed President 2014-2015



I am honoured and proud to have been chosen to represent you as President of the Insurance Institute of Newcastle-upon-Tyne for 2014/15.

My career in insurance began in 1988 within the 'retail' arm of insurance in sales and service. After taking my Advanced Diploma I realised that I was drawn to the support and development of others. I therefore moved into the insurance training sector. Over the years I have continued to develop my career in this area and I now work as a Learning and Development Consultant in Insurance Claims where I continue to impart my passion for Professional Development.

Each year the incoming President chooses a theme for their year in office and I have decided to focus on **'Supporting, recognising and welcoming talent'**. With the support of Brian Stonehouse (Council Proposed Deputy President) and the Council of the Insurance Institute of Newcastle-upon-Tyne our aims for the forthcoming year are:

Supporting:

- To raise the levels of professional knowledge of those working in insurance and financial services in Newcastle upon Tyne and to assist our members in their career development. We now have over 1,500 members and continue to grow. Our focus is to continue to provide all of our members with a full programme of events covering technical, soft skills, regulatory development and revision/study guidance.
- To continue to provide local examination centre facilities to our members.
- To expand the current offering beyond providing CII books within the Newcastle upon Tyne library to support the creation of a learning and development community.

Recognising:

- To introduce "The Deputy President's Young Achiever Of The Year" award at our Annual Dinner, being held on 21st November 2014. This award is designed to publicly recognise and applaud outstanding achievement of young people within the Newcastle upon Tyne insurance and financial services profession.
- To recognise academic excellence through the institute's annual examination awards.

Welcoming:

- To deliver two Discover Risk and two Discover Fortunes programmes, thus creating an appetite for working within our sector among students.
- Creating a Young Professionals Subcommittee to focus on ways to attract and engage young insurance professionals to get involved in institute related activities.

Once again our sports and social calendar remains very popular and varied. This will include our annual dinner, quiz, football tournament and golfing activities. The full programme will be published on the Events page on our website.

The charity we will support this year is the very worthwhile Sick Children's Trust (Registered Charity No. 284416). Every day, children are diagnosed with serious and life-threatening illnesses or have terrible accidents that leave them fighting for life. They often have to be transferred to specialist hospitals far from home to receive critical medical treatment. Life for their whole family is suddenly thrown into complete turmoil. The Sick Children's Trust currently has eight houses offering accommodation where the whole family can stay close to their sick child's bedside, just minutes away from the paediatric wards. For further details watch out for events supporting this amazing cause and let's make a difference together.

I am privileged to have such an enthusiastic and experienced team of Council members and I'd like to express my thanks for their continuing support.

As your local institute we are always open to new ideas or suggestions and welcome members wishing to support or join Council, so if you wish to discuss anything further with me please contact me.

Jill Carter
ACII, Chartered Insurance Practitioner

Council Proposed Deputy President 2014-2015



I have been working within the insurance and finance sector for the last 11 years. I started working for Eagle Star back in 2003 as a Motor Accidental Damage handler. Within 12 months I moved into training and have been there ever since. We rebranded to Zurich, which then closed in 2007. From there I moved to Northern Rock for a short period before starting at Eldon in 2008. I joined Eldon as the Training Manager and now also look after Compliance and the Internal Audit Team.

Working in the specialist area that I do, I have a passion for development and helping others. That is why I joined the Council three years ago, and also the reason why I took on the role of Education Secretary two years ago. I have enjoyed my time as Education Secretary, especially helping support the Discover Risk campaign at local schools and universities

I am really looking forward to working with our new President Jill Carter. As her Deputy my aim is to compliment her knowledge and skills to achieve our 2014 aims. I will be drawing on my similar experience and knowledge of learning and development within the insurance sector, as well as my knowledge of the Education Secretary role that I have held for the previous two years.

I will be supporting Jill and the Council through:

- Committing time to mentoring Ian Stockley in his first year of office as Education Secretary.
- Championing the new 'Deputy President's Young Achiever of the Year' award
- Overseeing the 2014 Council plan

I am confident that 2014 will be another successful year for the Insurance Institute of Newcastle upon Tyne, and the initiatives will give us a sound platform to strengthen our influence on the insurance and financial services sector here in the North East.

Brian Stonehouse
BA, Assoc CIPD

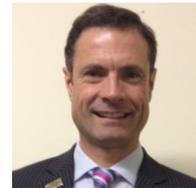
Treasurer's Report 2013-2014

The function of the Treasurer is to:

- Ensure the financial integrity of the local institute, and immediately report any concerns to the President and to Council,
- Report to Council on the financial standing of the local institute at each Council meeting, or arrange for an alternate to do so if necessary,
- Ensure that financial transactions are appropriate and financial affairs are conducted within the constitution,
- Report to Council on the results of local institute events and investments and make recommendations as to any future actions that should be taken,
- Arrange for an annual independent audit of the local institute's accounts, and annual financial statements,
- To present to the AGM a set of audited financial statements, and in the event of concern of a material malpractice or that the local institute is likely to become insolvent, report the concern to the CII,
- Issue cheques timeously upon production of authorised payment requests.

Enclosed is a copy of the local institute accounts for the financial year ending 31st December 2013.

In summary, we remain in a healthy financial position. For 2013 we made a trading profit of £7,338 on trading revenue of £40,930. The previous year (2012) we made a trading profit of £472 on trading revenue of £42,297.



Our central grant from the CII in 2012 was £17,055. This is a jump of nearly £2,000 on the previous year's £15,193. The reason for the increase is a rise in local institute members at the middle of the previous financial year, 30th June 2012. Our grant is based upon 1705 fee paying local members of our institute (2012 was 1402). We continue to be paid 12% of the aggregate fees paid to the CII by our local institute members.

The Annual Dinner 2013 showed a profit of £23 compared with a loss of £4,114 in 2012.

Our Training and Education commitments were similar to last year, but much reduced from their peak in 2011 by about £3,000 when we completed our training programme for the financial services side leading up to the deadline set by the FSA's Retail Distribution Review (RDR).

We made charitable donations of £2,771 from the annual dinner. We paid £1,385 to Insurance Charities in London plus £1,385 to the President's chosen charity CHUF, the Children's Heart Unit Fund at Newcastle Freeman Hospital.

Professional Examination Prizes totalled £1,125 with four exam prizes presented this year.

The President's expenses were similar to last year at £1,458.

The insurance costs are less than half the cost of last year because the cost is now calculated according to banding based upon the number of members of the local institute and we are in the third lowest band.

Within the Sports and Social activities, the loss of £586 was incurred entirely as a result of holding the annual 5-a-side football competition. There was no annual quiz in the autumn; it was carried over to February 2014.

The overall profit of £7,338 goes into Retained Surplus. Page 3 shows the Balance Sheet now shows an increase in Net Assets by £7,338 to £29,927.

On the Balance Sheet, I show separately £13,200 balance of the money we raised locally in our Centenary year to be used against unforeseen costs we incurred in hosting the annual CII Conference that year. The money is held in a separate trust account.

The cash in hand was the float held by the Retired Members' Section, which they no longer hold. Current liabilities of £540 are expenses that were incurred at year-end but not paid by year-end 31st December 2013. The amount is the external accountants' annual fee of £540.

We have no Corporation Tax liability. Our accountants obtained the agreement of HMRC to treat us as a dormant company for tax purposes.

Willard Wright
BA (Hons), ACII, Chartered Insurance Practitioner
Treasurer, The Insurance Institute of Newcastle upon Tyne

Financial Statements for the year ended 31st December 2013

Accountants' report on the unaudited accounts to The Insurance Institute of Newcastle upon Tyne

You have approved the accounts for the year ended 31 December 2013 which comprise the Income and Expenditure Account and Balance Sheet. In accordance with your instructions, we have compiled these unaudited accounts from the accounting records and information and explanations supplied to us.

Glen C Rodger Limited
Chartered Accountants

Cragside House
Heaton Road
Newcastle upon Tyne
NE6 1SE

24 March 2014

Income and Expenditure Account for the year ended 31st December 2013

		2013		2012
		£		£
CII Grants		17,055		15,193
Annual dinner	Income	23,101		22,406
	Expenses	(20,307)		(22,847)
	Charity donations	<u>(2,771)</u>	23	<u>(3,673)</u>
				(4,114)
Training & education	Income	750		1,025
	Expenses	(3,851)		(4,270)
	Charity donations	<u>(1,125)</u>	(4,226)	<u>(1,375)</u>
				(4,620)
Interest received		24		25
Total income		<u>12,876</u>		<u>6,484</u>
Expenses				
Meetings		2,007		1,696
Sport & social		586		804
Carol service		-		265
Retired section		200		140
Presidents' expenses		1,458		1,423
Insurance		470		1,013
Printing, postage & stationery		227		-
Website development		-		17
Accountancy		540		510
Bank charges		-		70
Other expenses		50		74
Surplus for period		<u>7,338</u>		<u>472</u>
Corporation tax		-		-
Retained surplus		<u>7,338</u>		<u>472</u>

Balance Sheet as at 31st December 2013

	2013 £	2012 £
Investments		
4% consolidated government loan stock	400	400
Current assets		
Bank - Members Centenary Fund	13,200	-
Bank - other balances	16,867	22,999
Cash in hand	-	200
	<u>30,067</u>	<u>23,199</u>
Current liabilities		
Trade creditors/accruals	<u>540</u>	<u>1,010</u>
Net current assets	29,527	22,189
Net assets	<u>29,527</u>	<u>22,189</u>
Accumulated funds	22,589	22,117
Balance at start of period	7,338	472
	<u>29,927</u>	<u>22,589</u>

I approve these accounts and confirm that I have made available all relevant records and information for their preparation.

W R Wright (Treasurer)

24 March 2014