



Chartered
Institute of
Environmental
Health
**London
Region**

NOTICE TO MEMBERS OF THE LONDON REGION

The Annual General Meeting and Members Forum for the London Region of the CIEH will be held on Wednesday 22nd July 2009 in The Council Chamber, London Borough of Islington, Islington Town Hall, Upper Street, London, N1 2UD commencing at 12.00 noon.

Lunch will be available from 12.00pm and the AGM will commence at 12.30pm promptly.

A meeting of the London Region Pollution Study Group will be held immediately after the AGM / Members Forum.

AGENDA

- 1. Apologies for absence**

- 2. Minutes of the Annual General Meeting of the London Region Interim Management Board held on 22nd May 2008**

- 3. Matters Arising**

- 4. Chair's Report**

- 5. Treasurers Report**

- 6. Trustee's Report**

- 7. London Region Policy Officer's Report**

- 8. London Region Management Board Nomination / Election of Board Members (President, Chair, Secretary and Treasurer)**

- 9. London Region Budget /Programme of Activities - 2010**

- 10. Any Other Business**

Please Note

The Minutes of the Annual General Meeting of the London Region Management Board held on 22nd May 2008 and the Chairs Report / Annual Accounts for 2008 can be accessed via the London Region web site

A verbal report on the proposed Budget of the London Region and Programme of Activities for 2010 will be presented at the meeting.

London Region Interim Management Board

Terms of Reference relating to the nomination and election of members of the Board

(Reproduced from Appendix One of the London Region Business Plan – 2008)

- 3. Membership of the Management Board for the London Region shall be by way of an open election to be held at the Annual General Meeting / Members Forum of the London Region**
- 4. Nomination of members of the London Region in good financial standing for election to the London Region Management Board shall be proposed and seconded by at least two other members who themselves must also be in good financial standing**
- 5. Self –Nominations from members of the London Region in good financial standing for election to the London Region Management Board will be accepted subject to another member in good financial standing supporting the proposed nominee**
- 6. In the event of more than one nomination being received for the office of President, Chair, Secretary, Treasurer or any other designated London Region Management Board post, an election shall be held by way of a show of hands / secret ballot at the AGM - Members Forum / postal vote**
- 7. In the event of a failure to receive any nominations for any of the posts on the London Region Management Board, the London Region Management Board shall have the authority to make appointments from a Members Forum or the Chair may make such appointments using their Delegated Powers**
- 8. The term of office of the London Region Management Board shall not exceed 1 year between elections**

Any Member of the London Region wishing to seek nomination to the London Region Management Board under Paragraph 4 above should complete the attached Nomination Form and return it to the Secretary (London Region) at the address shown by the due date.