

Notice of Annual General Meeting

Chartered Institute of
Environmental Health



Notice of Annual General Meeting

Notice is hereby given that the Annual General Meeting (AGM) of the Chartered Institute of Environmental Health (CIEH) will be held at 15 Hatfields, London SE1 8DJ on Thursday 21 June 2018, commencing at 14.00.

Dated this 30th day of May 2018

By order of the Board of Trustees

Anne Godfrey Chief Executive

Registered office:
Chadwick Court,
15 Hatfields,
London SE1 8DJ

Agenda

1. Welcome from the Chair of the Board of Trustees.
2. To approve the procedure followed in calling this AGM.
3. To confirm the accuracy of the minutes of the AGM held in London on Wednesday 22 June 2017.
4. Strategy update from the Chief Executive
5. Q&A

Ordinary business

6. To consider and receive the report of the Board of Trustees on actions taken to implement motions carried on Wednesday 22 June 2017.

Motion 1 – Amendment to the Byelaws

“In pursuance of article 8 of the Charter of 1984 as amended in 2016 it is hereby resolved that (subject to such modifications as the Privy Council may require and the Council/President of the Chartered Institute may agree) the Chartered Institute should petition the Privy Council for the following amendments to the Byelaws:

1. Delete “Accredited” in 2.1.2(2)
2. Delete “Accredited” in 6(e)”

The proposals were accepted by Privy Council on 20 July 2017 and have been implemented.

7. Fellowship and Honorary members

The following members were awarded Fellowship during 2017:

Tessa Blewchamp
Georgina Fox
Ruth Hopkins
Rosemary Lee

8. Annual Report and Annual Financial Statements

To consider and receive the Annual Report of the Board of Trustees and the Annual Financial Statements for the year ended 31 December 2017.

9. Election of auditors

To re-appoint Haysmacintyre as auditors and to authorise the Trustees to fix their remuneration.

10. Election of scrutineers

To appoint L Leather and A Banfield as scrutineers for 2018.

Other business

11. To confirm the date and location of the next Annual General Meeting as Thursday 20 June 2019 at 15 Hatfields in London.

Notes on admission and voting

Admission to the AGM will be restricted to registered members of the CIEH who are otherwise required to pay a subscription which shall have been received in full* at Chadwick Court by 17.00 on 7 June 2018; and to those registered members from whom no annual subscription is required.

Notice of this AGM is being made available to all members at least 21 days in advance, thus allowing at least seven days for the full* payment of all subscriptions for 2018, which must be received at Chadwick Court by 17.00 on 7 June 2018.

*Including partial payment of a subscription in instalments via a direct debit plan.

Voting by proxy

In accordance with the AGM Operational Procedures, members who are unable to attend the AGM may, on demand of a poll being made, record their votes for or against any particular resolution on matters appearing on the agenda for the meeting. This may be done by the appointment of a proxy, and for this purpose in connection with the AGM a form (Form V.1) has been published on the CIEH website at www.cieh.org/agm

These proxy forms must be properly completed and deposited at the registered office of CIEH not later than forty-eight hours before the meeting (i.e. 14.00 on Tuesday 19 June 2018). If these forms are not properly completed or are not received by the date and time stated, they will be rejected.

Only members in good financial standing as at 17.00 on 7 June 2018 are entitled to vote, either personally or by proxy, or as proxy for another member, and they should instruct their proxy to vote for or against any resolution as appropriate.

Directions to 15 Hatfields



Chadwick Court
15 Hatfields
London
SE1 8DJ

Tel: 020 7827 5800
www.cieh.org

By rail and underground

Waterloo and Waterloo East mainline stations. (Walk Time – approximately 10 minutes)

Follow signs for the Waterloo Road/Old Vic Theatre exit. Walk down Sandell Street (past staircase exit to Waterloo East), at end of the road turn left into Cornwall Road, cross road and walk up the road. Take second right (by the cake shop) into Roupell Street. Proceed along Roupell Street to end (newsagents shop on the corner), turn left and walk up Hatfields.

Southwark tube station (Walk Time – approximately 5 minutes)

Turn right out of the main exit on to The Cut. Take second right into Hatfields.

From Blackfriars station

Follow the exit signs towards the Southbank Centre then pass under the bridge and turn left up the stairs by Doggets pub. Walk down Blackfriars Road and take the second right down Stamford St. Hatfields is the second road on your left and we are number 15, the second building on your left.

By bus

The following bus routes stop on Blackfriars Bridge: 45, 63, 100. The following bus routes stop on Stamford Street: 381, RV1 (towards London Bridge, for Covent Garden RV1 use Upper Ground stop) A large number of routes stop on Waterloo Road or just by Waterloo station.

By bike

An onsite secure bicycle rack is available on first-come-first-serve basis. If you wish to pre-book this facility please email reception@cieh.org or call the main switchboard on 020 7928 6006. Santander Cycle Hire docking station located on Stamford St outside Kings Reach building and also directly outside Southwark Underground station.