

Notice of Annual General Meeting

Notice is hereby given that the 2019 Annual General Meeting of the Institution of Chemical Engineers (IChemE) will be held on Monday, 20 May 2019 at 18:00 (BST) at IChemE, Railway Terrace, Rugby CV21 3HQ.

The ordinary business to be transacted and the Special Resolution to be proposed at this Annual General Meeting are set out in the agenda below.

Agenda

1. Apologies for absence
2. Moment of respect for deceased members
3. Minutes of the 96th Annual General Meeting held on Monday 21 May 2018
4. To receive and consider the Annual Review of IChemE for the year ended 31 December 2018
5. To receive and consider the Trustees' Report and Financial Statements of IChemE for the year ended 31 December 2018
6. To reappoint RSM UK Audit LLP as auditors of the charity and to authorise the Board of Trustees to determine their remuneration for the year ended 31 December 2019
7. To declare the composition of the Board of Trustees for the 2019/2020 session including the results of the trustee election
8. To give a vote of thanks to the President, Honorary Officers and retiring members of the Board
9. To declare the results of the poll to be taken ahead of the meeting in relation to the Special Resolution below:

Special Resolution

To consider and, if thought fit, to amend the Royal Charter and By-laws as proposed, subject to such changes as the Privy Council may require and which are agreed by the Board of Trustees of IChemE. The detail of the changes to be made to the Royal Charter and the By-laws if this Resolution is passed is set out in Appendix A to this notice.

10. To receive the Annual Report of IChemE's Congress
11. Close of Annual General Meeting

By order of the Board of Trustees
Mr Jon Prichard, Chief Executive
25 April 2019

Explanatory notes

1. All members of the Institution are entitled to attend the meeting but only Fellows and Chartered Members in good standing are entitled to vote in any polls taken at or in advance of the meeting.
2. The Board of Trustees has appointed Democracy Technology Ltd (Mi-Voice) to provide independent electoral services, to conduct the voting process on the Special Resolution and to act as scrutineers of the Annual General Meeting for the purposes set out in the By-laws.
3. The Special Business of the proposed Royal Charter and By-law changes set out in the Notice, will be taken by a poll in advance of the meeting. The poll will be conducted using the online voting platform provided by Democracy Technology Ltd (Mi-Voice). Voting Members unable to use the online platform can submit their votes by post.
4. The Board of Trustees believes that the proposed Resolution is in the best interests of the Institution and recommend that members vote in favour of the Resolution proposed.