

Notice of Annual General Meeting

Notice is hereby given that the 2021 Annual General Meeting of the Institution of Chemical Engineers (IChemE) will be held as a virtual meeting on Monday, 14 June 2021 at 08:00 (BST).

The ordinary business to be transacted and the Special Resolutions 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 98th Annual General Meeting held on Monday 15 June 2020
4. To receive and consider the Annual Review of IChemE for the year ended 31 December 2020
5. To receive and consider the Trustees' Report and Financial Statements of IChemE for the year ended 31 December 2020
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 2021
7. To declare the composition of the Board of Trustees for the 2021/2022 session including the results of the Trustee election, as well as the results from the Congress and Learned Society Committee elections.
8. To receive the Annual Report of IChemE's Congress
9. Questions arising from the Annual Report & Financial Statements & Congress Report
10. To declare the results of the poll to be taken ahead of the meeting in relation to the Special Resolutions below:

Special Resolution 1

To consider and, if thought fit, to amend the Royal Charter 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 if this Resolution is passed is set out in Appendix A to this notice.

Special Resolution 2

To consider and, if thought fit, to amend the 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 By-laws if this Resolution is passed is set out in Appendix B to this notice.

11. Formal Handover of Office
12. To give a vote of thanks to the President, Honorary Officers and retiring members of the Board & Congress
13. Close of Annual General Meeting

By order of the Board of Trustees
Mr Jon Prichard, Chief Executive
30 April 2021

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. On this occasion a poll will be taken in advance of the meeting in relation to special business (amendments to the Royal Charter & By-Laws). In addition, Voting Members will be asked to 'vote' during the online meeting to approve the minutes of the 2020 AGM and re-appoint the Institution's external auditors.
2. In order to validate attendees for voting purposes, pre-registration is essential and members should complete the registration form [here](#). All registrants will receive a Zoom invitation from Mi-Voice containing a unique link for joining the meeting, and a further email will be sent to those voting members who have registered, providing a unique voting code to be used during the meeting to approve the minutes of the previous meeting and the re-appointment of the Institution's external auditors for 2021.