

Assembly Meeting Wednesday 16th November 2016 **OPEN BUSINESS**



Assembly Meeting

To be held at 9.00 am to 16.30 pm on Wednesday 16th November 2016 at RPS, 66-68 East Smithfield, London, E1W 1AW.

Agenda - Open Business

1. **Welcome to Assembly members & apologies for absence 9.00-9.05**
2. **Declarations of interest 9.05-9.10**
To note the declarations of interest for members
Governance & Business Manager
3. **Minutes of the Open Business the Assembly meeting 19/20 July 2016 9.10-9.15**
To approve the minutes of the meetings held on 19th & 20th July
Governance & Business Manager
4. **Matters arising from the Open Business minutes not specifically included in the agenda 9.15**
None
5. **Any other business 9.15 – 9.20**

Any other items of business to be notified to the President 48 hours before the meeting

For Decision

6. **Effective dates for National Board and Assembly members in 2017 9.20 – 9.25**
 - a) To fix the date on which members elected to the National Boards take office ('the effective date')
Chief Executive
 - b) To fix the date on which members elected to the Assembly take office ('the effective date')
Chief Executive

For Noting

7. **Updates from the Boards 9.25 – 9.40**
To receive written updates from the Chairs of the National Boards
Board Chairs
8. **President's Report 9.40 – 9.50**
To receive a report on the President's activities since the July Assembly meeting
President
9. **Treasurer's Report 9.50 – 10.00**
To receive a report on the Treasurer's activities since the July Assembly meeting
Treasurer

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10. Annual Health and Safety Report 10.00 – 10.05

Director of Finance & Resources

11. Date of next meeting 10.05 – 10.10

To note the date of the Assembly Working Day 22nd March 2017 and Assembly Meeting 23rd March 2017

Presentation of Lifetime Achievement Award 10.10 – 10.20

To present Tony West with the Society's Lifetime Achievement Award

10.20 10.35 Coffee