



**ANNUAL MEETING: THURSDAY 13 JULY 2017  
10.30am to 1.00pm**



**LONDON COUNCILS**

**59½ SOUTHWARK STREET LONDON SE1 0AL**

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**AGENDA**

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**INDUCTION FOR NEW MEMBERS**

**Formal Agenda**

- 1.0 **APOLOGIES**
- 2.0 **REPRESENTATION** **REF E1**  
To receive the list of representatives as at 29 June 2017, attached
- 3.0 **APPOINTMENT OF VICE-CHAIRMAN FOR 2017/18**  
To receive and note the names of the Vice-Chairman appointed by the party political groups.
- 4.0 **ELECTION OF CHAIRMAN 2017/18**  
To elect the Chairman as set out in the Rules. Any of the Vice-Chairmen appointed by the party political groups may stand for election as Chairman.
- Notes:*
1. *The Regional Director will invite nominations for the Chairmanship of South East Employers.*
  2. *Should a ballot be necessary, ballot papers will be distributed, voting will be by secret ballot, and members will be asked to indicate second/third preferences if necessary.*  
**FULL REPRESENTATIVES ONLY CAN VOTE.**  
*Standing deputies can only vote if they are present in place of the full representative.*
- 5.0 **MINUTES**
- 5.1 To receive the Minutes of the Annual Meeting held on 20 July 2016 - attached, **REF E2**
- 5.2 To receive the Minutes of the electronic vote which took place as a consequence of the cancellation of the Full meeting scheduled for 8 March 2017 - attached, **REF E3**
- 5.3. Matters arising

- 6.0 **EXECUTIVE COMMITTEE**
- 6.1 To receive the names of the County, Unitary and District representatives appointed to the Executive Committee  
*(Note: Each party political group will have made its appointments at the preceding Political Group Meetings)*
- 6.2 To receive the Minutes of the Executive Committee held on 8 March 2017 **REF E4**
- 6.3 Matters arising
- 7.0 **APPOINTMENT OF TREASURER**  
To appoint the Treasurer to the organisation pursuant to Rule 17(b)
- 8.0 **APPOINTMENT OF AUDITOR**  
To appoint the Auditor to the organisation pursuant to Rule 19(b)
- 9.0 **FINANCIAL STATEMENTS FOR 2016/17** **REF E5**  
To receive the draft audited Financial Statements for 2016/17 and the Report thereon
- 10.0 **REPORT OF THE REGIONAL DIRECTOR AND DEVELOPMENT DIRECTOR** **REF E6**  
To receive the Report of the Regional Director and the Development Director
- 11.0 **REPORT OF THE CHAIRMAN** **REF E7**  
To receive the report of the outgoing Chairman for the year 2016/17 and approve actions to be taken by the Executive Committee for future priorities
- 12.0 **PROPOSED OFFICE RELOCATION**  
To receive an oral update on the proposed office relocation from the Regional Director.
- 13.0 **DATES OF FUTURE MEETINGS** **REF E8**  
To note that the Executive Committee is scheduled to meet on **Thursday 21 September 2017**. The venue for the meeting will be held in London.