



PO Box 669, Addlestone, Surrey, KT15 9EB

James Parker – Executive Officer
Telephone: 07733 002209
Email: admin@londonroadsafetycouncil.org.uk

Visit us at www.londonroadsafetycouncil.org

Date: June 2019

My Ref.: JP/AGM

102nd ANNUAL GENERAL MEETING, EXTRAORDINARY GENERAL MEETING AND ANNUAL CONFERENCE
LONDON ROAD SAFETY COUNCIL

Members and Guests please note that the AGM, EGM and Annual Conference will commence at **9.30am** on **Friday 12th July 2019** in The Conference Suite, Palestra (the offices of Transport for London), 197 Blackfriars Road, Southwark, London SE1 8NJ, opposite Southwark underground station. Refreshments will be provided from 9.00am.

It is important that you reply to me to confirm your attendance. Any Members with a pecuniary interest should declare this to me in advance of the meeting.

AGENDA

1. Chair's Address (Report attached)
2. To receive Apologies for Absence and Declarations of Interest
3. To confirm the Minutes of the last AGM held on Friday 20th July 2018 and to discuss any Matters Arising (copy enclosed)
4. To elect Chair of Council
5. To elect the Vice-Chair of Council
6. To elect the Secretary
7. To elect the Treasurer and Deputy Treasurer
8. To elect two independent examiners for the accounts
9. To elect the Press Officer and Deputy Press Officer
10. To elect the President
11. To receive LRSC's Statement of Accounts
12. To elect Council's Representatives for 2019/2020

To serve on Council's Executive Committee

Six Elected and Six Officer representatives from Constituent Member Local Authorities

President: Mr James Cracknell OBE
Patron: The Rt. Hon. The Lord Mayor of London

13. To serve on RoSPA's National Road Safety Committee

One registered Member or Constituent Member's representative

14. Co-opted Members

15. To receive minutes of last Quarterly Meeting held 10th April 2019

- a) Accuracy b) Matters arising

16. To receive Quarterly attendance report

17. Presentation of Distinguished Service Awards

18. Presentation of the London Road Safety Award

19. Any other business

20. Date of next meeting: Wednesday 16th October at 1.30pm

To follow: **Extraordinary General Meeting**

Change to Constitution regarding arrangements for the engagement of Consultants. Members are asked to agree the addition of the following:

Appendix C

A sub-committee (panel of 4 people) to be formed by the Executive Committee to oversee the appointment process, to meet as and when required, this should not include current consultants.

The sub-committee (panel) will produce a specification to highlight the requirements from the consultant and discuss if this should be an internal or external appointment.

If the internal route is agreed it will be advertised to all LRSC members for expressions of interest (those applying to undertake the work on a consultancy basis must be self-employed and will be responsible for paying their own tax, NI etc).

If this is to be sought externally the specification will be circulated to relevant companies and 3 quotes obtained as per appendix B, purchasing policy.

The sub-committee will review the applications and once in agreement will make recommendations to the Executive Committee who will be responsible for the final decision/appointment.

This policy will be reviewed in three years' time (2022).

A conference will follow, after which Lunch will be provided from 12.30pm.
