



The Chartered Institution of
Building Services Engineers

Calling Notice of the CIBSE Annual General Meeting 2025, Presentations, Inaugurations and Presidential Address

The AGM for members of CIBSE will be held on Tuesday 10 June 2025 at 17:00.
At The Royal Society, 6-9 Carlton House Terrace, London, SW1Y 5AG

1. Programme for the evening

4.30pm	Registration opens; tea and coffee
5.00pm (prompt)	Annual General Meeting
6.00pm	Tea and coffee
6.30pm	Presentations, Inaugurations and Presidential Address
7.15pm	Reception with wine and canapés
9.00pm	Close

2. AGM Agenda items

i. Minutes from previous AGM

To approve the minutes of the previous AGM of CIBSE held on Monday 10 June 2024 and published in the August 2024 issue of the CIBSE Journal.

ii. Annual Report and Financial Statements

To receive the Annual Report and Financial Statements for the year ended 31 December 2024.

iii. Appointment of Auditors

To appoint Crowe UK LLP as auditors for 2025 and to fix their remuneration.

iv. Special Resolution: Membership Subscriptions

91-94 Saffron Hill
London EC1N 8QP

To approve the Special Resolution: that the annual subscriptions be altered as from 1 January 2026 – outlined in item 5.

v. Special Resolution: Regulation

To approve the Special Resolution: Amendment to regulation 71 – outlined in item 6

vi. Board and Council for 2025/2026

- a) To announce the Officers for the forthcoming year
- b) To announce new members of the Board and Council for the forthcoming year.

vii. Celebrating 50 years CIBSE Membership and Welcoming New Fellows

3. Inaugurations, Presentations and Presidential Address

Following the AGM, the Presidential Address will be presented by the new President, Vincent Arnold CEng FCIBSE.

BY ORDER OF THE BOARD OF TRUSTEES – Dated 12th May 2025

4. Supporting documents

The following documents are the supporting documents on the website at cibse.org/agm.

1. Calling Notice to the 2025 Annual General Meeting
2. Minutes of the previous AGM of CIBSE held on Monday 10 June 2024, as published in the July 2024 issue of the CIBSE Journal
3. Annual Report and Financial Statements of the Institution for 2024
4. CIBSE Published Regulations [cibse.org/royal charter and bylaws](https://cibse.org/royal-charter-and-bylaws)

5. Proposed Membership Subscriptions

Membership Grade	2025 Rates (£)	Proposed 2026 Rates (£)	Increase (£)
Fellow	350	364	14
Member	318	331	13
Associate	232	241	9
Licentiate	175	182	7
Affiliate	159	165	6
Graduate	127	132	5
Student (Part Time)	48	50	2
Student (Full Time)	0	0	0
Reduced Rate	63	66	3

6. Proposed Amendment to Regulation 71

The Board is seeking Member approval for an amendment to Regulation 71. This amendment seeks to clarify the Board's authority, to alter the committee structure of any Division, Region or Group, in the interests of the Institution, should the need arise.

Please see below Board approved proposal for Regulation 71. Amendments to the published Regulation are highlighted in red.

71. The Board shall not delegate to a Region or to a Division any function the exercise of which would derogate from the rights of the Corporate Members of the Institution. The Board may from time to time alter the area of a Region **or** the subjects of a Division. **The Board may also from time to time alter the Committee of a Region or Division, and** the Rules as to the conduct of the affairs and meetings thereof. **The Board** shall have power to dissolve any Region or Division at any time after it has been formed **after** full consultation with Members of that Region or Division.

7. Register to attend

If you plan to attend the AGM and Presidential Address, please register at www.cibse.org/agm or contact cibseevents@cibse.org.

Note: Members of all grades may attend the AGM but only corporate members (Fellows, Members, Associates and Licentiates) are eligible to vote.

For those unable to attend, a video of the Address will be made available after the event on the CIBSE website at www.cibse.org/president.

