



Chartered
Insurance
Institute

Standards. Professionalism. Trust.

Notice of Annual General Meeting 2021

To all Members of The Chartered Insurance Institute: Notice is hereby given that a Virtual Annual General Meeting of The Chartered Insurance Institute, will be held at 15:00 (BST) on Wednesday, 30 June 2021.

Special Business of the Annual General Meeting as prescribed in the Bye-laws (Bye-law 45):

- a. To receive a report from the President.
- b. To receive a report from the Chief Executive Officer.

Ordinary Business of the Annual General Meeting as prescribed in the Bye-laws (Bye-law 44):

- c. To receive and consider the Annual Report and Accounts for the year ended 31 December 2020.
- d. To receive a report on the admission of Fellows and Associates.
- e. To elect the President and Deputy President for the forthcoming year, namely:
 - (i) President: Peter Blanc, Cert CII
 - (ii) Deputy President: Russell Higginbotham, BA (Hons), MBA, DipCIM, DiplOD, FCII, Chartered Insurer
- f. (i) To approve the reappointment of Vice Presidents:
 - (1) David Ross, ACII, Chartered Insurance Practitioner (Vice President for Local Institutes)
 - (2) Charles Washoma, CPCU, AME-E, AIAF, ARC, RIMS-CRMP, LPEC, Dip CII (Vice President for International Affiliated Institutes)

(ii) To approve the appointments made by the Board to the CII Board since the conclusion of the last Annual General Meeting:

- (1) Artur Niemczewski, PhD, MPP, MSc, Cert CII (Engagement Board Member)
- (2) Michael Crane, ACII, Chartered Insurer (Engagement Board Member)

- g. To reappoint BDO LLP as Auditors for the year ending 31 December 2021 and authorise the Board to fix their remuneration as it thinks fit.
- h. To decide the rate or rates of annual ordinary grant contributions to Local Institutes (included overleaf).

Agreed by the CII Board
Helen Phillips, BSc (Hons), PhD, FRSB
Chair of the CII Board
31 March 2021

Joining the Annual General Meeting and voting

Members will be able to participate in the AGM online and vote in advance or during the meeting.

All eligible* members with a registered active email address will receive an email from LUMI, our AGM service provider, with information on how to join the meeting and vote online. This will include a personal voting ID. Members who do not receive this email should contact agm@cii.co.uk, confirming their full name, CII PIN and/or date of birth.

Members are also able to vote using the standard proxy form, which can be found on the CII website and returned by email or post.

The full Agenda for the AGM and related documents including proxy forms, biographies, the Financial Statements and the Institute's Charter and Bye-laws are available on the CII's website: www.cii.co.uk/agm

Members who require a hard copy of the proxy form should email agm@cii.co.uk or telephone **020 7417 3584**.

Proxy forms must be received by 15:00 (BST) on Monday 28 June 2021. Online voting will re-open during the meeting. Please note that members are only entitled to vote once for each resolution. The latest vote placed will be counted; where an individual votes online and submits a hard copy proxy form, only the online vote will be counted.

*Only Members of the Institute are permitted to vote. Bye-law 1 defines Members to mean: "Member of the Institute in any grade except Student Member...". Members must have paid their subscriptions as are payable.

The Chartered Insurance Institute Financial Statements

An abstract of the consolidated financial statements of The Chartered Insurance Institute Group for 2020 is included in this notice and is subject to rounding. The information shown is extracted from the audited accounts but does not constitute a full set of accounts and so in particular does not include the audit opinion or the accompanying notes. The full financial statements and CII Annual Report are available on the CII's website.

Rate of annual contribution to Local Institutes (agenda item h)

The motion is that the Ordinary Grants to Local Institutes will total up to 14% of the aggregate subscriptions for Local Institutes' membership and will be allotted to each institute through measurement against an agreed set of performance criteria. No Local Institute will receive a grant of less than £1,000. At the Board's discretion, a Special Grant may be granted to Local Institutes, upon application, for special requirements, provided payment of a Special Grant is justified by a budget produced by the Local Institute and furthers the objects of the CII. Any grants paid are subject to such payments not increasing the reasonable working capital of that Institute.

The Chartered Insurance Institute Financial Statements

	2020 £m	2019 £m
Income:		
Membership services and subscriptions	17.6	19.5
Qualifications	9.8	14.4
Educational activities	9.5	11.3
Other activities	0.0	0.0
	<hr/> 36.9	<hr/> 45.2
Expenditure:		
Membership services and support	11.1	14.3
Qualifications and learning	13.8	15.9
Central services	16.0	12.7
	<hr/> 40.9	<hr/> 42.9
Net non-operating income	0.2	0.5
(Deficit)/Surplus before taxation	<hr/> (3.8)	<hr/> 2.8
Taxation charge	0.1	0.2
Net (Deficit)/Surplus	<hr/> (3.9)	<hr/> 2.6
	<hr/> <hr/>	<hr/> <hr/>
Summary consolidated sheet		
	2020 £m	2019 £m
Non-current assets	12.3	11.1
Current assets:		
Stocks and debtors	5.0	6.5
Cash and short term deposits	31.5	37.7
Creditors	(14.5)	(16.1)
Total assets less liabilities	<hr/> 34.3	<hr/> 39.2
Accumulated Funds:		
General	30.2	35.0
Charitable	4.1	4.2
Total Funds:	<hr/> 34.3	<hr/> 39.2
	<hr/> <hr/>	<hr/> <hr/>



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