



**THE INSTITUTE of
MUNICIPAL ENGINEERING of
SOUTHERN AFRICA**

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Notice is hereby given for the Northern Provinces Branch Management Annual Planning Meeting to be held on Friday 20 January 2017 at the City of Tshwane Centurion Offices (Room I52, c/o Basden and Rabie Streets, Centurion) at 09h30.

AGENDA

09:30 to 10:00 Morning coffee

10:00 to 12:00 Meeting

1. Opening and welcome
2. Attendance, apologies and proxy letters
3. Bitter and sweet
4. Approval of previous minutes
5. Matters arising from previous minutes
6. New matters:
 - 6.1. Year Program for 2017:
 - Meetings for 2017
 - Technical tour/s
 - AGM/Seminar
 - 6.2. Conference LOC feedback
 - 6.3. Budget planning
 - IMESA shirts and/or safety gear
 - 6.4. Working groups for branch management
7. Succession planning
 - 7.1. Vice-chairman



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8. Branch EXCO and delegations
9. Bank signatories
10. Size of branch management
11. EXCO feedback
12. Elected branch members on Council (2016-2018)
13. Elected EXCO members
14. Municipality contact details
15. Liaison with Universities feedback
16. Election of Seminar organizing committee
17. Fellow nominations (Email)

10:00 to 12:00 Closure and lunch (venue to be confirmed)

Chris A Etsebeth
Secretariat: **IMESA: Northern Provinces Branch**