

May 2025



**To all APSE Northern Ireland member contacts**

Dear Colleagues,

**APSE Northern Ireland FREE Member Event “Cleaner Councils / Greener Future” and Annual General Meeting 2025**

***Tuesday 10 June, 10.00 to 15.20***

I write to invite you to attend the APSE Northern Ireland Annual General Meeting (AGM) 2025. This meeting will be held at the Galgorm Hotel, Co Antrim.

Incorporating the AGM, APSE is holding a special seminar – FREE to attend for members. The seminar – Enviro NI – is designed to help those on the frontline stay on top of the latest legislative and technological developments. Whether via: Waste management strategies; Investment in renewable energy; Action on biodiversity; Transitioning to alternative fuel fleets. All APSE Northern Ireland members can attend this event FREE of charge. [Speakers and booking information can be found here.](#)

Lunch will be provided for all seminar and AGM delegates at the rise of the AGM meeting at around 1pm allowing an opportunity for networking amongst our council colleagues from across APSE Northern Ireland.

**Date and time:** Tuesday 10 June 10.00-15.20. (The AGM will begin at 12.55 prompt).

**Galgorm Hotel, Co Antrim, BT42 1EA** (Once registered to attend you will receive an Outlook invite).

I attach a copy of the agenda.

The following items may be downloaded from the APSE Website

- [APSE Constitution](#)
- [The APSE NI Constitution](#)
- [Minutes of the Annual General Meeting held on 6 June 2024, Galgorm Hotel](#)

Please ensure your authority is represented at the APSE Northern Ireland AGM. We particularly welcome the involvement of elected members. The AGM is open to all councillors, officers and trade union representatives from APSE member authorities and organisations.

If you wish to put a motion before the AGM or you wish to propose an amendment to the NI Constitution, these must be received by **Tuesday 3 June 2025**. Please send any motions or proposed amendments to Matt Ellis on [mellis@apse.org.uk](mailto:mellis@apse.org.uk). A two thirds majority is required for any constitutional amendments.

**Please confirm your attendance [using this link](#)**

## **AGM Agenda – Start: 12.55**

1. Welcome from APSE Chief Executive: Mo Baines
2. To nominate the APSE Northern Ireland Chair for 2025/2027
3. To nominate the APSE Northern Ireland Vice Chair for 2025/2027\*
4. Apologies for absence
5. Minutes of APSE Northern Ireland AGM 2024
6. Matters Arising
7. Chair's report – for 2024 -2025
8. To nominate the following positions
  - I. APSE Northern Ireland Secretary for 2025/2027
  - II. Additional National Council Additional Representative (1 position)\* 2025/2027
  - III. APSE Northern Ireland first substitute National Council Representative (1) 2025/2027\*\*
  - IV. APSE Northern Ireland second substitute National Council Representative (1) 2025/2027\*\*

*\*Please note that the APSE Northern Ireland Constitution provides for the Chair, Secretary and Vice Chair to be represented on APSE's National Council automatically. APSE Northern Ireland is able to nominate one additional seat to National Council. The attendance expenses of APSE Northern Ireland's Chair and Secretary will be met by the APSE Northern Ireland Funds. Other Additional Representatives attendance costs will need to be met by the member authority.*

*\*\*The purpose of the National Council Substitutes is to allow APSE Northern Ireland to be represented in the event of the formal representatives being unable to attend. If the substitutes are attending in place of the Chair or Secretary expenses would be met but otherwise the expenses for attendance would need to be met from the member local authority.*

**Whilst the APSE advisory groups and strategic forums are the property of the APSE Annual General Meeting Northern Ireland currently holds:**

- I. Advisory Group Chair: Refuse, Waste, and Street Scene Services.
- II. Strategic Forum Chair: Property, asset management and regeneration

The meeting is asked to confirm its support for APSE Northern Ireland nominations to the National AGM – for two positions

9. Finance Report – to receive the APSE Northern Ireland Accounts for 2024-2025
10. Annual Report of the Association – Mo Baines, APSE Chief Executive
11. Any Proposed changes to NI Constitution or motions - if received.
12. Any other competent business previously notified to the Chair
13. Closing Remarks

**Please confirm your attendance [using this link](#)**

**And please do forward the link to colleagues in your council!**

**Matt Ellis, APSE Principal Advisor for Northern Ireland**

On behalf of Cllr Terry Andrews, APSE Northern Ireland Chair and  
Ellen Cavanagh, APSE Northern Ireland Secretary