



THE KENYA INSTITUTE OF PLANNERS

P. O. Box 10682-00100 GPO, Nairobi Kenya | Pioneer House, Moi Avenue | Office 401, 4th Floor |
Telefax: 2731559 | Mobile: 0728 315288 | Email: info@kip.or.ke | Website: kip.or.ke |

Ref: KIP/AGM/Y26/F0001

Date: 15th May, 2026

To: All Members

RE: NOTICE OF ANNUAL GENERAL MEETING FOR THE YEAR 2026

Pursuant to the requirements of Rule 4 and 5 of the Kenya Institute of Planners Constitution and the Registrar of Societies' advisory on the conduct of Virtual and hybrid Meetings communicated through Gazette notice No. 5998, 12th of August, 2020, a notice is hereby given that the **Annual General Meeting for the Year 2026** shall be held on the **Thursday, 18th June, 2026** both **Virtually via ZOOM**, from **1:00 P.M. to 4.00 P.M. (Zoom link to be shared)**

The Agenda of the meeting shall be:

1. Preliminaries
2. Reading and adoption of the agenda
3. Apologies
4. Review and confirmation of Minutes of the Previous AGM Meeting
5. Matters arising from the Minutes of the Previous AGM Meeting
6. President's Report
7. Auditor's Report for the Year Ending 31st December, 2025
8. Appointment of Auditors for the Year 2026
9. Election of Governing Council Members
10. Any Other Business (AOB). Please note that this should be received in writing by Friday, 29th May, 2026.

By Order of the KIP Governing Council,

PLAN DR. MILDRED AMBANI
Honorary Secretary - Kenya Institute of Planners