



Member Networks Annual Report Form

Reporting events held in 2018 and those planned for 2019

In line with the rules for member networks and to enable us to better support our networks and their activities all member networks (Local Sections, Interest Groups and Analytical Division Regions) are asked to complete this form and return it to networks@rsc.org or by post to: Networks Team, Royal Society of Chemistry, Thomas Graham House, Science Park, Milton Road, Cambridge, CB4 0WF.

Deadlines

Deadline for receipt of Financial Accounts by RSC Finance Team: **8th February 2019**
Deadline for receipt of Annual Report by Networks Team: **25th February 2019**

If there is any reason that your committee will **not** be able to meet either or both of these deadlines please inform networks@rsc.org as soon as possible.

This report will be uploaded to your web page to share with the members of your network. Staff will also share a digest of all member networks activities taken solely from these annual reports with appropriate staff and governance boards and committees including Division Councils with similar interests.

Committee	Applied Materials Chemistry Group
Completed by	Craig Williams
Date	Monday, 26 February 2018

Please list below the dates of all of your planned committee meetings and, if held, AGM.

Annual General Meeting (if being held)

Date	N/A
Venue	Click or tap here to enter text.

Proposed Committee Meetings Dates

Date	Venue	
9/4/2019	Burlington House	These are held every 3 months, the date agreed by Doodle Poll



2018 Events

Please report below on activities undertaken in the past year. Please select the type of event and target audience from the drop-down menus. For example, a workshop for Early Career members can be categorised as “Training/ Workshop” for “Early Career Members”.

The categories are as follows:

Event Types:

- Award Lecture
- Education Event
- Networking Event
- Outreach Event
- Public Lecture
- Scientific Meeting (half-day, one-day or multi-day)
- Social Event
- Training/ Workshop
- Other

Audience:

- Academics
- Consultants
- Early Career
- Industrialists
- Members of the public
- Postgraduates & PhD students
- Retired members
- School students
- School teachers
- Technicians & Support staff
- Undergraduates

If you wish to include more detailed information about any particularly successful events or advice to share please do so in the provided space. Please append electronic copies of any meeting reports, newsletters or relevant materials to this report.

For additional events please copy and paste the table and continue as necessary.

Event Name	Webinar on Waste
Event Type	Other
Audience	Other
Start Date	Click or tap to enter the event start date.
End Date	Click or tap to enter the event end date (if applicable).
No. Attendees	25-50
Comments	You already get our minutes so you should know this.

Event Name	Outreach to schools
Event Type	Education Event
Audience	School students
Start Date	Click or tap to enter the event start date.
End Date	Click or tap to enter the event end date (if applicable).
No. Attendees	50-100
Comments	You get our committee minutes so you already know this

Event Name	Click or tap here to enter text.
Event Type	What kind of event is it?
Audience	Who was the target audience?
Start Date	Click or tap to enter the event start date.
End Date	Click or tap to enter the event end date (if applicable).
No. Attendees	Approx. number of delegates.
Comments	Please include additional information here.



Awards and Bursaries

Please list any awards or bursaries presented by your committee in the past 12 months and indicate any that will be open for nomination/application in the next calendar year.

Please also include information about the application/nomination and selection processes.

Please ensure that **all** members of your network are notified of any awards or bursaries for general application. These notifications can be sent via e-alert through networks@rsc.org.

Award	Click or tap here to enter text.
Award Type	What kind of award is it?
Audience	Who is the target audience?
Nomination/ application deadline	When did the Award close for nominations/applications?
Number of nominations/ applications	How many nominations/applications were received?
Award winner(s) and institution(s)	Please provide the name(s) and institution(s) of the winner(s).
Comments	Please include information about the application/nomination and selection processes here.

Award	Click or tap here to enter text.
Award Type	What kind of award is it?
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Award winner(s) and institution(s)	Please provide the name(s) and institution(s) of the winner(s).
Comments	Please include information about the application/nomination and selection processes here.

Award	Click or tap here to enter text.
Award Type	What kind of award is it?
Audience	Who is the target audience?



Nomination/ application deadline	When did the Award close for nominations/applications?
Number of nominations/ applications	How many nominations/applications were received?
Award winner(s) and institution(s)	Please provide the name(s) and institution(s) of the winner(s).
Comments	Please include information about the application/nomination and selection processes here.

Other information/comments:

Other forms of Recognition provided by your committee:

Future Activities

When planning any activities please remember to ensure that all events are logged on our events database and ensure that all contracts are sent to our Legal Team with enough time for amendments and, where necessary, approval by the Board.

Please outline any activities already in planning for the next calendar year. Please include the type of event and the target audience.

For additional events please copy and paste the table and continue as necessary.

Event Name	Antibacterial Metals in Healthcare Scienvce
Event Type	Scientific Meeting - One-day
Audience	Industrialists
Proposed Date	15/4/20129
Comments	You already get minutes and should know this

Event Name	Click or tap here to enter text.
Event Type	What kind of event will this be?
Audience	Who is the target audience?
Proposed Date	When will you be hosting this event?
Comments	Please include additional information here.

Committee

This information will be used to update our membership database and your web page. Please ensure that any changes to the committee are sent to networks@rsc.org as soon as possible.

Position	Name	Dates on committee (20xx – 20xx)
Chair	Maurice Webb	
Secretary	Craig Williams	
Treasurer	Dave Crosby	
Ordinary Members	Alan Armour Alexandra Bush Andrew Dunster Angel Hojati Saeidi Edward Randviir Mark Green John Holloway Philip Mitchell Rob Jackson Sue Andrews	
Chemists' Community Fund Representative (if relevant)		
Co-opted member(s) and their affiliation(s)	Roy Mortier (UKT)	



Diversity & Inclusion

Please ensure this section is completed

Our trustees are aiming to embed diversity and inclusion in all of our activities and networks. Section 8 of our [online network handbook](#) contains more information to support our networks in achieving this and our Diversity team have [online Guides for Networks](#) that include actions and considerations for committees, and guides for inclusive communications and running inclusive events.

Please comment on how your group is showing that it has embraced Diversity and Inclusion within its practices. If you have diversity data from your events or activities, please include this information above.