



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	East Anglian Section Trust
Completed by	Dr Jo Douglas-Harris and Dr Jane Roberts
Date	30 th January 2019

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

Annual General Meeting (if being held)

Date:	30 th January 2019
Venue:	Edmunds restaurant, West Suffolk College, Bury St Edmunds

Proposed Committee Meetings Dates

Date	Venue
Approximately six weekly with summer recess in July/August; 25-Feb-2019 April-2019 May/June-2019 Sep/Oct-2019 Nov/Dec-2019	Bury St Edmunds/Newmarket/UEA Norwich to suit the needs of the committee and to minimise travel costs.





2018 Events

Please append electronic copies of any meeting reports, newsletters or relevant materials to this report.

Please report below on activities undertaken in the past year. If you have more detailed information about any particularly successful events, or advice to share please use a separate sheet. For more events continue as necessary.

EVENT KEY:

- Education Event (including outreach activities for school students or the general public)
- Public Lecture
- Retired Members Event
- Scientific Conference - 1 day
- Scientific Conference - multi day
- Social Event
- Training/workshop
- Award Lecture
- Other

Event Name	AGM
Event Type (key)	Annual General Meeting
Comments	Held on 23rd January 2018 at Norwich City College

Event Name	Gourmet Dinner talk
Event Type (key)	Public Lecture
Comments	A lecture on the subject of "The best possible taste" by Nick Enskins from Taste Connections. Attendance limited by lecture theatre capacity (of 70 people)

Event Name	Gourmet Dinner
Event Type (key)	Social Event
Comments	A Gourmet Dinner prepared by staff and students at the Debut Restaurant at Norwich City College with the theme of the Gourmet Dinner talk.

Event Name	Summer/Autumn Event
Event Type (key)	Social Event
Comments	A brewery tour, Q+A session, and tasting at Woodforde's Brewery, followed by a meal at the brewery tap, the Fur and Feather.

Event Name	Retired Members' Lunch: Norfolk
Event Type (key)	Social Event
Comments	A subsidised meal for retired members of the Society. Organised in Norfolk as retired members unlikely to wish to travel too far.

Event Name	Retired Members' Lunch: Suffolk
Event Type (key)	Social Event
Comments	A subsidised meal for retired members of the Society. Organised in Suffolk as retired members unlikely to wish to travel too far.

Event Name	Norwich Science Festival
Event Type (key)	Outreach
Comments	Vehicle to involve members in outreach and to get schoolchildren and families involved. Organised with the RSC East region Education Coordinator.

Event Name	Top of the Bench Heats
Event Type (key)	Education Event (competition)
Comments	Practical events planned in association with Briar Chemicals to act as selection for the team to represent the region in the Top of the Bench competition.

Event Name	Teachers visit to British Sugar, Bury St Edmunds
Event Type (key)	Education Event
Comments	Organised with the East region Education Coordinator.



Awards and Bursaries

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

Please ensure that all members of your network are notified of any awards or bursaries for general application.

Postgraduate Bursary: Open to any postgraduate students from the region.

One conference bursary (£75) was applied for and awarded last year.

Other information/comments:



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.

Event Name	Retired members' lunch (Suffolk)
Comments	Returning to one of our most popular venues for this.

Event Name	Retired members' lunch (Norfolk)
Comments	Details TBC

Event Name	Summer/Autumn event
Comments	Details TBC

Event Name	Top of the Bench Heats (Science Investigation Day)
Comments	Planning for practical events and negotiating with Briar regarding the date.

Event Name	Health and Wellbeing Workshop by Trevor Bell
Comments	Organised with the Chemist's Community Fund. Booked for Wednesday 27 th March and will be held at Maids Head Hotel, Tombland, Norwich.

Event Name	Consultancy event
Comments	Organised with the RSC consultancy group and will include mid-Anglia section as likely to be May/June in Cambridge

Event Name	Gourmet dinner and AGM
Comments	Will be arranged in Norwich or Bury towards the end of January 2020.

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	Dr Philip Grace	2018 -
Secretary	Dr Jo Douglas-Harris (left Jan 2019)	2018 - 2019
Treasurer	Dr Jane Roberts	2015 –
Ordinary Members	Dr Tharin Blumenschein Mr. J Forbes Dr Paul Harrison Dr Sean Thurston	2012 – 2015 – 2016 – 2018 –
Chemists' Community Fund Representative (if relevant)	Mr J. Beckett (retiring Jan 2019)	Pre 2010 - 2019
Co-opted members and their affiliation	Dr Tom Storr, UEA	2018 -



Diversity & Inclusion

Our trustees are aiming to embed diversity and inclusion in all of our activities and networks. Our [online network handbook](#) contains more information to support our networks in achieving this.

Please comment on how your group is showing that it has embraced Diversity and Inclusion within its practices.

We ensure that there is balanced representation on the committee. The East Anglia committee is a diverse group with a good gender and age balance and more than one nationality. The members of the group come from different parts of the region, and this year we have held committee meetings in different locations to facilitate attendance, and minimise overall travelling. The meetings are generally held early evenings on weekdays as this is deemed the most convenient for most of the members.

Our activities include different audiences from around the region. For example, we organise specific events for retired members, but we also work with schoolchildren as shown this year with our Science Investigation Day and Norwich Science Festival events.

Events not only happen in or around Norwich, but we also organise events in other parts of the region and beyond, as shown by the retired members lunch in Suffolk. This year the AGM was held in Bury St Edmunds and a different population of RSC members attended the event compared to previous years when held in Norwich.

The public lectures at UEA are open to all members. A small safety briefing is given before every lecture to comply with the RSC risk assessment regulations, and they are held in disabled access lecture theatres. Particular care to gender balance is paid when choosing the speakers programme to comply with Athena Swan policies.