



RSC CONSULTANCY GROUP

**Minutes of 23rd AGM held Tuesday May 27th 2014.
Royal Society of Chemistry, Burlington House, Piccadilly, London.**

Those present.

The meeting was attended by;
Bill Edwards (Chairman)
Stephen Boyde (Hon Sec)
Stephen Bounds (Hon Treasurer)
Colin Hewlett
Hooshang Zavareh
Bruce Green
Trudy Knight
Jerry Carr-Brion
John Sidwell
David Edwards
Katrina Copeland
Barry Langdon
Jack Chudy

Apologies were received from;
Dr Mark Powell
Dr Sheilah Hamilton
Iren Jasko
Mike Gay
Dermot Hanna

1. Minutes of the previous AGM.

Formal minutes of the 22nd AGM held Thursday 12th September 2013 were not issued. Summary minutes were prepared for review in this meeting (Appendix A) and were accepted as a true record by those present.

2. Matters arising from the minutes.

There were no matters arising.

3. Report of the Committee.

The annual report of the committee was circulated to members in advance of the meeting via the RSC CG website
(<http://www.rsc.org/Membership/Networking/InterestGroups/Consultancy/>)
and will remain posted there for the remainder of the year.

4. Treasurers Report

The Treasurers Report was accepted by those present.
(Appendix B)

5. Election of Committee Members.

Stephen Bounds resigned as Treasurer. Colin Hewlett was nominated and elected Treasurer.

Stephen Bounds was nominated and elected Hon Auditor.

Stephen Boyde was elected as Hon Sec.

The composition of the committee following the meeting was confirmed as follows.

William Edwards - Chairman
Colin Hewlett - Hon. Treasurer
Stephen Boyde - Hon. Secretary
Stephen Bounds - Member
Hooshang Zavareh - Member
Dermot Hanna - Member
Bruce Green - Member

6. Update on Directory of Consulting Practices / Directory of Experts.

Julie Franklin of RSC gave a presentation to update on status of the former RSC Directory of Consulting Practices and future "Directory of Experts". Slides presented have been posted on the Consultancy Group MyRSC site.

Key points as follows;

The old DCP will be taken offline as soon as possible.

RSC intend to launch a new "Directory of Experts" (provisional working title) Jan 2015.

The former Analytical Chemists Register has also closed and will be combined into the new Directory.

The purpose of the new directory is "service to the public" .

It will be a Directory, not a Register (ie no separate credential is implied). The qualification requirement is likely to be MRSC (or CChem).

Business registrations would have to be linked to a lead contact RSC member. RSC charity status would limit content to contact details and brief description of services offered, but would allow inclusion of company website links.

RSC are currently re-generating all web content. The new Directory will be integrated with the overall RSC environment and linked to membership.

RSC intend to charge an inclusion fee of ca £50 / year .

RSC are seeking feedback on design of the interface, but would prefer that CG committee coordinate feedback from the membership rather than encouraging separate individual replies.

Main concerns raised by the meeting in response to the presentation were;

- that an inclusion fee would deter members from listing.

- that there might be reputational damage to RSC and CG if inadequately-qualified experts were listed.

- whether RSC would provide longterm support to ensure a future system did not fall into disrepair.

In response JF noted that ;

- an inclusion fee would discourage registration by enthusiastic amateurs.
- the inclusion fee is currently an essential part of RSCs plans and would cover costs of ongoing IT support.
- listings would be linked to RSC membership and updated on a monthly basis, ensuring that information remained current and potentially allowing restriction of listing to CChem status.

JF confirmed that RSC anticipate that listings will be predominantly commercial businesses, that CG membership are expected to be a significant proportion of the overall Directory membership and that CG input would be useful in design of the future DoE.

Action. Stephen Boyde will contact JF to arrange collection of input from the wider CG membership.

7. Other business.

There being no other business, the Chairman declared the meeting closed.

Stephen Boyde
28/05/2014.

APPENDIX A.

SUMMARY MINUTES OF PREVIOUS AGM.

Held Thursday 12th September 2013

Royal Society of Chemistry, Burlington House, Piccadilly, London.

Note.

Due to changes in the group committee membership, formal minutes were not recorded at this meeting.

This summary will be presented to document key points for acceptance at the 23rd AGM.

Minutes of the 21st AGM.

The minutes of the previous AGM were accepted as a true record by those present.

Matters arising from the minutes.

There were no matters arising.

Report of the Committee.

The report of the committee was circulated to members in advance of the meeting.

Treasurers Report

The Treasurers Report was accepted by those present.

Election of Committee Members.

Lorna Wren was appointed as Hon Sec, but has subsequently resigned from the Committee.

The composition of the committee following the meeting was confirmed as follows.

William Edwards - Chairman

Stephen Bounds - Treasurer

Lorna Wren - Hon. Secretary

Colin Hewlett - Member

Hooshang Zavareh - Member

Dermot Hanna - Member

Colin Stone - Member

Bruce Green - Member

There being no other business, the Chairman declared the meeting closed.

APPENDIX B. Treasurers Report.



APPENDIX F

Group Name: Consultancy Group

<u>Receipts</u>		<u>Key</u>	<u>£</u>	<u>£</u>
Interest:	Business Reserve Account	1	0.00	
	Current Account	1	0.00	
	RSC Deposit Account	1	228.00	
Annual Grant		2	1,650.00	
Grants	Outreach	3	0.00	
	Travel	3	0.00	
	Division	3	0.00	
	Other	3	0.00	
Donations/Sponsorship		4	0.00	
Meetings and Conferences		5	1,408.00	
Other		6	0.00	
Total Income			£3,286.00	
<u>Payments</u>				
Meetings & Conferences	General	7		2,755.00
	Committee meetings	7		0.00
	External Events Service	7		0.00
	RSC Events Services	7		0.00
Donations/Sponsorship		8		0.00
Committee Travel Expenses		9		639.48
Stationery/Postage		9		0.00
Committee Lunches at RSC		9		747.00
Audit		9		0.00
Other Expenditure		10		0.00
Total Payments				£4,141.48
Surplus/(Deficit) for the year		11		-£855.48
<u>Balance Sheet</u>				
Balance at 1st January 2013				12,004.11
Surplus (Deficit) for 2013		11		-855.48
Balance at 31st December 2013				£11,148.63
<u>Balance Represented by Deposits in the Bank</u>				
Balance in Current Account				1,051.19
Balance in Business Reserve Account				0.00
Balance in RSC Deposit Account				10,097.44
Balance as at 31st December 2013				£11,148.63

Hon. Treasurer

Dr Stephen Bounds

Chairman

Hooshang Zavareh

Auditor

R. Green

SJB
Hooshang Zavareh
RIVER GREEN