

**NOTES FROM THE GREATER LONDON REGION COMMITTEE MEETING
HELD AT 1 BIRDCAGE WALK ON 9 DECEMBER 2014**

Present: G. Hartill (GH) R. Wijesekera (RW)
J. Blake (JB) G. Vitcreev (GV)
C. Lowther (CL) E. Robinson (ER)
C. Clarke (CC) P. Kapadia (PK)
F. Khoshnoud (FK) C. Price (CP)
P. Knight (PK) K. Jones (KJ)
A. Perera (AP) S. Paish (SP)
Y. Yan (YY) R. Guy (RG)
M. Shi (MS) O. Razmkhah (OR)

1. INTRODUCTION

1.1 The Chairman Giles Hartill welcomed everyone and thanked them all for coming.

2. APOLOGIES

C. Ingram (CI) S. Haslam (SH)
V. Liu (VL) M. Pitt (MP)
T. White (TW) C. Maycock (CM)
C. Brown (CB) I. Berry (IB)
M. Osborn (MO) M. Saunders (MS)
S. Barker (SB) B. Takala (BT)

3. AGREEMENT ON AGENDA

3.1 Agreed.

4. MINUTES OF LAST MEETING

Approved.

5. MATTERS ARISING AND ACTIONS FROM THE LAST MEETING

No actions.

6. HON. TREASURER'S REPORT

6.1 CC: This year's budget runs between 1 January and 31st August 2015. The allocation is £12,200 in total plus £4500 for educational programmes. The averaged usage of fund is £46 per day between 2009 and now. The bank balance is healthy.

7. COUNCIL/RSB UPDATE

7.1 GH: The CEO's report from the last Council meeting would be forwarded to GLR Committee members.

- 7.2 CL: Strategy plan is required for the cooperation of all education programmes for 7-18 years old, including the cooperation between IMechE and STEMNET.

8. AREA UPDATES

8.1 Central Events (PK)

- 8.1.1 A talk on Mechanical Engineering in the Theatre took place on November the 26th. 65 people attended the event.
- 8.1.2 "The Bloodhound Project" will be on 10 December.
- 8.1.3 "IMEche and IETNew Years Celebrations Social" is booked on 15 January 2015.

8.2 NW Area (KJ)

- 8.2.1 Near you IMechE online booking was recommended for collecting event deposit in order to reduce the drop-off rate of the event bookings. However the current system needs improvement on 1. it should charge only after the event has taken place; 2. it should send the income (without 20% deduction of VAT) to the event organiser's account.

Action: RG will liaison with CC and communicate with IMechE HQ

- 8.2.2 If there are any IT issues regarding the event booking website, the reporting procedure is to send the screen shots to RG and GH.

8.3 SW Area (AP)

- 8.3.1 "Heathrow: Taking Britain Further" 16 attended on 19 November. The majority were engineers instead of students, as the venue was changed from a university to a company.
- 8.3.2 "Tour of recycle centre" was attended by 10 people.
- 8.3.3 Next event is "Whitechapel Bell Foundry Tour" on 31 January 2015.

8.4 S Area (CP)

- 8.4.1 Ricardo event was interesting which showed IC engine history.
- 8.4.2 Lunch club will be held every two months.

8.5 YMP

- 8.5.1 GV reported on Network dinner and Christmas event.
- 8.5.2 Big Balloon Debate will be held in March 2015 in IMechE HQ
- 8.5.3 PK gave an update on SET for Sport
- 8.5.4 EYF is on 20th March 2015. It is a joint event by IET and IMechE. ICE may participate this time.

Action: CC and CL to request IET transferring its fund directly to IMechE account.

9. EDUCATION ACTIVITIES

- 9.1 CP introduced the Imagineering Foundation which runs general fairs and school clubs.

Action: CP, GH and CI to add it to website

- 9.2 CL introduced Prime Engineers and Engineering Clubs.
- 9.3 GH commented that education strategy is needed to coordinate education activities.

10. ENGINEERING INSTITUTION LIAISON

- 10.1 The IMechE and IET Christmas social takes place after this meeting.
- 10.2 CC reported the Aeronautical Society Conference.

11. AOB

- 11.1 None.

12. NEXT MEETING DATES

- 12.1 21st January 2015

Y Yan

9th December 2014