

4 Group Secretary's Report

The Group has now, through Robbie Downing, registered support for the IAM RoadSmart Taster Run initiative. It is not known how effective this initiative will be or what impact it may have on the Group however as we have continued to support Free Assessment Drives it is not thought that the loading will be that great.

4.1

The Group Scorecard is shown below.

Advanced Course Statistics

| Allocations | Group | Region Avg |
|-----------------|-------|------------|
| Last Month | 2 | 2.5 |
| 3 month Average | 1 | 2.1 |
| Last 12 months | 17 | 26.1 |

Advanced Course Allocated Sales

| | Total | Region Avg |
|----------------|-------|------------|
| Last Month | 1 | 2.2 |
| 3 month Avg | 1 | 1.9 |
| Last 12 months | 17 | 26.2 |

| Enrolments | Group | Average Days | Region Avg | Region Avg Days |
|-----------------|-------|--------------|------------|-----------------|
| Last Month | 2 | 4 | 1.7 | 31 |
| 3 month Average | 1 | 13 | 1.6 | 24 |
| Last 12 months | 19 | 22 | 23.4 | 20 |

Test Ready

| | | | | |
|-----------------|----|-----|------|-----|
| Last Month | 0 | 0 | 1.4 | 204 |
| 3 month Average | 1 | 230 | 1.3 | 208 |
| Last 12 months | 13 | 195 | 15.8 | 199 |

5 Treasurers' Report

In the absence of the Group Treasurer the accounts from last month are repeated here as it is known that apart from some slight changes the figures are broadly correct.

Group Accounts Statement

| | |
|------------------|------------------------|
| Current Account: | £241.11 |
| Social Account: | £306.43 |
| Deposit Account: | £2550.39 |
| Total: | <u>£3097.93</u> |

6 Chief Observer Report

Pritti Patel has indicated that she wants to become an Observer.

6.1

Peter Hudson had a pre-test drive arranged. Roy waited half an hour for him and he didn't arrive so after waiting for half an hour aborted the effort for that day. It seems Peter got the time wrong. He apologised and will re-arrange.

6.2

Roger Denley has had an Associate placed with him and is now going to start working towards gaining his Local Observer qualification

6.3

Lee Morris has shown an interest in becoming an Observer. After he went through process chart he asked for 20-30-minute run. Still waiting for this to happen.

6.4

David now has two Associates. It does make sense to reallocate one of those Associates to someone else.

6.5

Trainee Observers now online and the Group has three Observer Mentors. Suggest more experienced LO's to act as Mentors and allocate new Associates to less experienced LO's.

6.6

Updated ID Badges are required for all Active Members of the Group.

7 Associate Controller's Report

8 Membership

Current position is that the Group has:

- 58 Members
- 16 Associates
- 2 National Observers (Both LOA's)
- 7 Local Observers
- 3 Observers in Instruction

8.1

Several members are not renewing, no numbers out of the ordinary based on previous years

8.2

Cheques with Tony for renewals to be passed on to Graham.

9 Newsletter Editors' Report

Tony asked if anyone has volunteered to become Events Organiser following Nigel's resignation. David and Katheryn both agreed to work this role together with Nigel.

9.1

Observer evenings are scheduled for the following dates: 20th June and 24th October

9.2

Associate evenings are scheduled for the following dates: 18th July; 22nd August; 19th September and 21st November.

10 Web Administrators Report

Jonathan reported that activity on the principal web site has been low however activity on the Group Facebook pages have been excellent. With concern expressed that we were not attracting both male and female interest it was noted that of those viewing the Facebook pages 31% were women and 67% men.

10.1

Richard offered to help with content on both Group Facebook and Twitter entering local information to make the pages more relevant to people locally. In this Jonathan will provide the access to Richard so he can operate with full administrative privileges on the sites.

10.2

We need to send reminders to associates of upcoming events. Associate nights are not generally well attended, though that was not true of the last Associate Evening. It was suggested that we use Eventbrite to improve engagement. There is no cost to us unless we want to massively customise the communications and the advantage is that Eventbrite, as a service, sends reminders to invited participants automatically as well as ensuring that the Group, as the organizers, are advised of the attendees. It was agreed that we should embrace technologies such as this to ensure that we are a forward-looking Group rather than staying with old methods; especially where those older methods took up peoples' time and resource.

10.3

It was agreed that the 2018 Group Membership renewal function could be handled through Eventbrite or similar though it was necessary that we do have an up to date signature on file for all Observers and Committee Officials and as such their renewals should be handled in a slightly different manner yet to be determined.

10.4

Jonathan to set up PayPal account linked to our bank account should we want to process payments into the Group in this way. It was understood that there was no cost associated with this action.

11 Publicity Officers Report. - Events Co-ordinator's Report

Toyota visit takes place soon but we need more people to attend.

11.1

Kinver Country Show may have classic cars etc. David has emailed them but no response yet. They usually have stands so it may be something we should consider.

11.3

Richard advised that there is space available at the forthcoming Wolverhampton Marathon if we want it.

11.4

It was agreed that we should purchase an additional gazebo in the new IAM RoadSmart colours so that we could support multiple events if needed.

11.5

It was discussed and agreed that the Group would provide polo shirts for all Committee Members and all Observers. Details are to be collected and passed to Tony for the purchase order to be placed on Welwyn Garden City. (A "special" price has been agreed between Paul Woozley and Jonathan and has been passed to Tony).

11.6

Wolverhampton speedway is normally attended by around 2000 people and might be an option for us. We have to be aware of other Group boundaries.

11.7

David asked if we could go to Cosford Air Show but we cannot do too many events without folks to help.

11.8

David has arranged for us to host car wash event at Wombourne.

12 Young Driver Ambassador Report.

David mentioned that he knows four people who are interested in joining IAM RoadSmart once they have completed their examinations. Another friend who attended the Halfpenny Green Show is now also interested.

12.1

Rugeley Fire Station organised a Young Drivers Night; David asked whether it would be possible to do the same at Wombourne Fire Station. They had a workshop, videos, alcohol awareness instruction and many other events and activities that would attract the younger driver to attend. Emphasis was on the four key elements that cause fatalities in cars, Speed, Drink or drugs, No seat belt and Mobile phone) David showed a short video.

13 Region 4 CEWW Forum

Jonathan reported that the accounts for last year still not been issued, minutes not issued, and Group has been disbanded. £3000 in forum is still being managed badly. Where is it, who has access? Jonathan asked for a mandate from the Committee to put this in the hands of Robbie Downing, our ASDM. This was agreed and the action was left with Jonathan.

14 A.O.B.

Jonathan reported that all documents have now been standardised and uploaded to web site.

14.1

Kathryn said that in view of Paul's comment at the AGM that he would like to stand down after this year was a matter that needed to be considered by the Committee and that succession planning had to become a regular part of the Committee's agenda.

14.2

Kathryn mentioned that the Monthly Group Meetings are less than inspiring and recommended that more social events such as pub quizzes be undertaken. There was no debate on this matter as time was short however it was agreed to be carried forward to the next meeting. It was agreed however that we need to form a strategy and plan ahead.

15 Date of Next Meeting

The next meeting will be on 4th July 2017. (Venue to be confirmed closer to the date)

Commencing at 19.45

This meeting adjourned at 10.10.

Proposed as a true copy of the above meeting:

Seconded as a true copy of the above meeting:

Date: