IMA Branch Information

General
Branches are an important part of the Institute and help to meet the Institute’s objectives of promoting mathematics and its applications. Activities are run by members with funding derived from Institute membership subscriptions.

Institute branches are geographical groups of members based on counties or regions. Every member of the IMA is automatically assigned to a regional Branch depending on where they live, although not all members choose to participate. There are currently seven active Branches in the UK and Ireland.

Active branches have an elected committee who work to promote mathematics in their area by organising activities for members and non-members. Typical activities include evening lectures, talks for schools, visits to local institutions or companies and social events. The President usually visits most Branches to give their Presidential Address. Activity does vary from branch to branch as it dependant on the individual members of each branch. Branch Committees are often consulted by IMA Committees when seeking members’ views, advice or information.

Some regions do not have an active branch. If a member lives in an area that is not represented by a branch, they can set one up (see ‘How to establish a new IMA Branch’).

A meeting of Branch representatives is held at the beginning of each year. The meeting reviews activities of Branches and informs committee members of relevant developments within the Institute. Branches are invited to send at least one committee member. The meeting is chair by the member of Council responsible for Branches (currently Dr. Martine Barons).

Administrative Support
Staff and resources at Catherine Richards House are available to assist Branches, whenever needed. The main assistance given is with advertising branch events, but is available for any other issues that may arise as well. Support requested does vary between branches, with some preferring to advertise to their members individually.

Publicity for Branch Meetings
The following are available for publicising branch events:

- Branch Information Section in Mathematics Today (Bulletin Board).
- Emails issued to all branch members.
- Updates of the Branches section of the IMA Website.

The IMA website contains all the current information regarding branches. Changes are made when new events are announced, events listed have taken place and branch contacts, or their details, change.

Enquiries and Data Protection
The Institute observes the Data Protection Act. Any information about members can only be passed on if it is to be used for Institute business. The rule applies regardless of who asks for the information.
Enquiries about Branches may be made by Branch committee members, other institute committee members, ordinary members or non-members, and may concern events, committee activities, or new branches. Enquiries about committee activities may relate to all Branches or one in particular. Where the enquiry is about one specific Branch, the enquiry is redirected to the Branch Secretary.

Finance
Branches are funded by grants from the Institute. The Institute’s Finance Committee agrees an overall budget each year. The distribution of this budget depends on the nature and number of activities organised each year.

The Charity Commission has rules about financial arrangements for Branches. Every year, statements of income and expenditure must be submitted to the Institute’s office as part of the annual audit of accounts. Every Branch has its own business account. Money is sent by cheque in receipt of written requests and is paid into this account. As the Institute is a registered charity, the legislation which took effect in 1997 requires that only transactions related to the Institute’s charitable objectives can be passed through a branch bank account. The objectives are to promote mathematics and its applications. Hence, purely social events cannot be processed through branch accounts. The profitability or otherwise of events is irrelevant – it is the purpose for which money is received or spent that is important.

Further information
Further information about branches in general or financial matters can be provided on request.

Please direct queries to Helen Cook (Services Assistant): helen.cook@ima.org.uk.