



Agenda for the SHAPA General Meeting
Wednesday 4th October 2017 at 10:00 am
The George Hotel
Lichfield
WS13 6PR

General Meeting

1. Apologies for Absence
2. Minutes and Matters Arising
3. General Secretary's and Membership Report
4. Chairman's Report
5. Technical Committee Report
6. Marketing Committee Report

7. Coffee

8. **Presentations**

OEE (Overall Equipment Effectiveness) what is it and how it could impact on your business – Charles Williams, Promtek Ltd

An overview of the Research & Development Tax Credit Legislation – are you missing out? - Richard Armstrong, Catex Ltd.

9. AOB – and dates of next Meetings Buffet lunch