



BCS - Community Transformation Programme

Project update for volunteers

See the [FAQs](#) for answers to common questions

The BCS team have been busy progressing key areas of the Community Transformation project, and we want to use this opportunity to provide a detailed update of the activities that have taken place so far and outline what you can expect from the project over the coming months. All the content included in this update has had oversight from the project steering group, made up of volunteers and including representatives from Community Board, Trustee Board, Community Support Committee and Council.

This project was initiated in March 2025 following extensive consultation. During which it was agreed to update the current volunteer operating model and move towards a more self-serve model that gives volunteers more autonomy, expanding the potential reach of their engagement whilst also streamlining processes to allow for a greater focus on networking with members.

Progress has been made across key areas, driven by the feedback provided by Chairs and volunteers in the July briefings. If you missed the information shared so far, you can find a recording to one of the briefings [here](#).

We would like to thank you for the constructive feedback and engagement we have received so far. It is not taken lightly that the work you do is voluntary and, for some, balanced alongside day jobs, therefore, we would like to express our gratitude for not only your contribution to BCS but also for your engagement with this project.

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National & Regional Hub Governance Structure

In the new governance structure, a National or Regional Hub Committee will replace the volunteer committees of several existing branches with a single governing body covering a wider geography. Branches will move into their corresponding Hub - They will not continue as separate governance entities alongside it.

This approach is intended to simplify operations and governance, meaning there would no longer be a requirement for constituted committees at a local level. This does not mean that local networks will not exist. To support local engagement and maintain local networks, we have introduced the role of Local Network Lead(s) within each Hub. Any activities requiring funding through these networks must be agreed by, and funded through, the Hub. Further information about the Local Network Lead(s) role can be found in the Hub Roles section.

During development of the proposal, we explored introducing an additional governance layer above Branches. However, discussions with the Community Board highlighted that this would not fundamentally address the issues raised and could in fact introduce further governance complexity rather than simplify it.

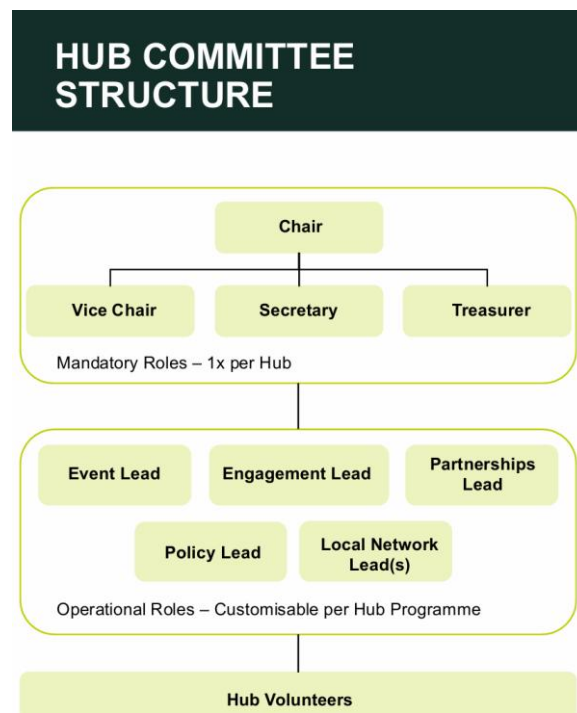
In unifying previously independent Branches together under Hubs, the intention is to encourage the co-creation of national and regional programmes. Our aim is to provide a more consistent experience for members, regardless of where they are located. Under the current structure, this is challenging due to differing group priorities, varying levels of volunteer capacity, and inconsistencies in delivery across areas.

It's also worth noting that not every area of the UK currently has a Branch. The proposed Hub model is designed to be geographically inclusive, ensuring that national and regional needs sit at the heart of planning and delivery. This principle will be reflected in Hub Terms of Reference, reporting lines and role descriptions. The Hub Terms of Reference will be published along with the volunteer agreement in September.

Ultimately, we want to strike the right balance between providing strong foundations and enabling local autonomy - ensuring that Hubs have the freedom to organise themselves in ways that best support their objectives, while still operating within a consistent and well-supported structure.

Linked [here](#) you will find a document clearly outlining the individual Hubs and the proposed role structure.

Hub Roles



As part of the transformation, committee role titles and their responsibilities will be standardised for each Hub. The exact number of operational roles per Hub will be confirmed with the Chair, as each Hub will have varying needs regarding committee size and the type of roles required.

Committee roles will be determined at the Hub level, so that each Hub has the flexibility to adopt the roles that best support its priorities and activities. Not every Hub will require all the proposed roles, and decisions about what is needed should reflect local circumstances, opportunities and volunteer capacity.

The mandatory and operational Hub roles are outlined below. We have tried to retain as much similarity as possible to the range of roles currently seen across existing branches - this approach standardises the role title and provides a clear remit of responsibilities. Extensive role descriptions will be available in October; the primary focus right now is to solidify Hub governance and recruit Hub Chairs.

Mandatory roles — each Hub will require one of each

- Chair: Overall leadership of the Hub; primary point of contact with BCS staff and Community Support Committee.
- Vice Chair: Deputises for the Chair; supports continuity and succession planning.
- Treasurer: Manages the Hub budget, expenses and financial reporting.
- Secretary: Maintains governance records, agendas and minutes for the Hub committee.

Operational roles — quantity is customisable per Hub

- Events Lead: Plans and delivers the Hub's event programme.
- Policy Lead: Represents the Hub on policy and public affairs matters; upholds BCS's position on policy and maintains engagement with the BCS Policy team.
- Engagement / Comms Lead: Owns member communications and channel engagement, as well as engagement with other Hub and Faculty committees.
- Partnerships Lead: Builds relationships with local employers, universities and partner bodies.
- Local Network Lead(s): Represents local networks on the Hub committee; multiple appointments encouraged for coverage.
- Hub Volunteer(s): Supports the Hub ad hoc, depending on the Hub's needs.

More about Local Network Leads

We recognise there is concern around the potential loss of local identity and legacy. Preserving these local connections is a key consideration and is one of the reasons for introducing the proposed Local Network Lead roles outlined above. Our expectation is that these individuals would initially come from established Branches, enabling them to retain and champion local knowledge, relationships, legacy, and assets, while ensuring local communities continue to have a strong voice within the wider Nation/Region.

Local Network Leads would play an important role in representing their localities within the Hub - whether through supporting events held across different geographic areas throughout the year, or ensuring local perspectives are reflected in Hub decision-making and planning. By embedding these roles within the Hub committee structure, the aim is to ensure that all localities are considered when developing collective programmes and priorities.

Whilst we aim to map over as many existing volunteers as possible into the new Hub roles, there may not be formal portfolio roles available for everyone within a Hub structure. We are keen to explore ways for volunteers to remain actively involved without needing to hold a committee position - this could include recognising individuals as Hub Volunteers, keeping them informed of committee activity, and providing opportunities to contribute to projects and programmes in ways that suit their availability and interests, akin to working groups.

We see Local Network Leads helping to develop and sustain a broader volunteer and contributor network that remains connected to the Hub. This network could support initiatives through project work, event delivery and task-specific activities, without requiring the commitment associated with a formal committee role. We want to promote more flexible volunteering experiences that let people contribute when they can, given competing work/life priorities, rather than feeling tied to a defined office-holder position for a fixed period. By connecting non-portfolio volunteers with Hub committees through Local Network Leads, Hubs can offer a range of ways for people to gain experience, contribute meaningfully, and engage at a level that works for them - stepping

forward when they have capacity and back when other commitments take priority, without losing their connection to the community.

Why are role titles being mandated?

The purpose of providing a set of pre-defined role examples is not to prescribe a fixed structure, but to offer clarity on how different roles might contribute to the Hub, and how those role holders would be supported. For example, some roles could benefit from direct links with relevant BCS teams, helping volunteers access expertise and guidance to deliver effectively.

The operational roles were developed based on the role types that currently exist across the Branch network, and the activities Branch committees commonly undertake. They are intended as a starting point for discussion, not a definitive list. As a Hub develops there may be a need for additional operational committee members - BCS will remain open to that discussion.

Our intention is to provide a clear and consistent framework for committee roles, while ensuring sufficient flexibility for both role holders and Hub committees to shape responsibilities around the specific needs of their programmes, volunteers and communities.

Chair & Committee Recruitment

Chair recruitment for each of the Hubs is due to commence imminently. All committee members will be invited to apply for the Chair positions to ensure fair opportunity. These positions will only be advertised to non-BCS volunteers if a suitable candidate has not been selected from the existing group of volunteers. The aim is to try to fill as many of these roles as possible with existing volunteers. Once Chairs for each Hub have been selected, we will work with each Hub Chair to map out the remainder of the committee roles and what roles they believe their Hub requires.

As Scotland is our Pilot Hub, we will be prioritising recruitment of that Chair before moving on to the remaining Chair vacancies.

In addition to Chair Recruitment commencing, we would also like to ask committee members to state their intention as to which roles they may be interested in taking on within their Hub. We will work with recruited Chairs to organise interviews and appoint the remaining members of their Hub Committee.

Details of how to apply for Hub committee roles will be communicated in the coming weeks.

AGM Season

We understand that many branches will be organising their Annual General Meeting this year, so we have discussed how to approach this process during the transition period with our project Steering Group.

AGM events should still take place but not include any non-essential recruitment activity. We appreciate that some of you will have already begun planning for recruitment - if you feel you are too far along to hold off this year, please get in touch. Please note that any roles recruited for prior to the transformation are subject to change.

An exception to the above would be where the Chair is stepping down and no Vice Chair is present. In this scenario, please notify the BCS Communities team, who will support you through the next steps.

We appreciate this announcement will likely raise additional questions. We've added information to our FAQs, but if you have any further questions, please don't hesitate to contact us at groups@bcs.uk.

Specialist Groups

The agreed approach for this transformation is to first work towards consolidating branches into Hubs, then turn attention to the Specialist Groups. This sequencing was informed by average group size - with the average branch has 997 members, compared with an average of 189 for specialist groups.

We understand there has been much discussion about what will happen to the specialist groups, and how governance for these may change as part of the transformation. Rest assured that time has been dedicated to careful planning for the specialist groups - governance for these will largely follow a similar format to that for the Regional and National Hubs outlined in this update.

Currently the focus of the project is on the regional and national Hubs, specifically working closely with Scotland as our pilot to test that the changes to processes are well received and practical. Once we have launched the pilot Hub, we will turn our attention to planning the changes required for the specialist groups. We understand those groups are eager to know what to expect, but we unfortunately do not have the capacity to work on both in parallel currently. Any changes will be communicated well ahead of time and following consultation with a wide range of stakeholders, as we are currently carrying out with existing branch chairs.

For reference, detailed planning for the transformation of specialist groups will begin in November, with a view to their transformation being complete by the end of March 2027.

Additional Project Update — Changes to Processes and Documentation

To support these changes, there will be additional governance documentation to ensure all parties' expectations are met and understood. We also want to improve the volunteer experience by enabling self-service where possible. Details of the areas we have progressed so far are set out below.

Volunteer agreement: A signed agreement between BCS and each individual volunteer outlining what the volunteer can expect from BCS, and what BCS expects from the volunteer. Given the changes in governance and the additional access and control Hubs will have, this ensures BCS's relationship with volunteers remains mutually beneficial.

Hub Terms of Reference: A clear set of rules for each Hub to follow, to ensure clarity on how the Hub is expected to engage with BCS members and represent members across the whole region or nation.

Hub web pages: Additional Hub web pages will be set up; we are currently working with our digital team on this. The intention is for all current branch web page content to be placed into an archive on the relevant Hub webpage, where it can be reviewed and sorted through in the future.

Hub event set-up (self-serve): The Events Lead role will have access to set up events on Eventbrite through delegated access, removing the need to request support through BCS to process. Events will be uploaded and managed via the Hub, with BCS monitoring and available to support. Training and documentation will be provided to support this process.

Engagement

Have Your Say (Committees, Volunteers and BCS Members)

We would like to invite you to share your views on your local member experience. We have put together a survey asking about your experiences, priorities and what matters most to you locally. Your feedback will help ensure member voices are at the heart of future local engagement activity. The survey is anonymous, and results will be shared with prospective national and regional BCS Committees and local leaders, to help them plan future programmes, activities and outreach that better reflect the needs and interests of members in their area.

Please access the survey using the link below:

[BCS Member Survey – Help Shape the Future of Your Local BCS Community](#)

Coming Soon

Next steps:

1. Commence Hub Chair recruitment
2. Test the event self-service process to ensure it is user-friendly
3. Update FAQs to ensure accuracy following any follow-up questions from this update

Our next update is planned for the end of September. This will be an event rather than a written update - we hope to have a guest speaker from our project steering group, and we look forward to seeing you there.

Useful Links and Resources

- [Communities Transformation FAQs](#)
- [Survey](#)