Minutes of IT Leaders Forum meeting held on 9th May 2023

Attendees
David Miller (Chair)
Phil Crewe (Secretary)
Chris Fowler (Communications)
Karl Smith
Gordon Thompson (Treasurer)
Norman King (Inclusion Officer)
Ian Golding
Gill Ringland

Apologies
Jon Hall
Jacqui Hogan
Jonathan Leeson
Matthew Taylor
John McCarthy
Haiyan Wu

Absent
Christos Stavroulakis
Algirdas Pakštas

Opening (David)
Quick poll to ensure all emails to mail list were being received – only Phil had historic problems and David will just let Phil know when the list is used to enable him to monitor the situation for the next three or four emails and if all okay to assume problem resolved.

Chairs report (David)
Conference – The IT Leaders Conference was to be upgraded to a BCS C-Suite event this year and it was planned to be held in February, then delayed until June but there has been no further news. This was an important part of our communication strategy and we might consider resurrecting our own conference in some format if we hear nothing further. ACTION: David to check on progress with HQ.
The Members Symposium normally follows the conference and so Jonathan and I have agreed that it will be added to the AGM, this has been done before and it works well.
As will be mentioned later, CCI have withdrawn from holding an event at BCS London offices. There will be a meeting discuss the events leading up to this and report back to committee.

Budget (Gordon)
Presentation of PPT previously circulated.
Discussion on what detail is required and suggestion was to use the spreadsheet as it is simple enough and allows us to drill down into the detail if needed.
Question from Gill regarding whether the cost of the design and production of reports from her working group can be recovered from the ITLF budget – we have not budgeted for this, but we can put in a special request if needed. Gill to advise Gordon, please, of the amounts involved and the timing of this because permission will be needed in advance.

Membership (David)

Presentation of PPT previously circulated.

ITLF membership gradually decreasing aligned with the reduction in fellows of BCS.

LinkedIn group is stable – 11 outstanding requests.

Request to present this as a ratio and try to align to similar organisations. Ratios are not routinely reported but they were last calculated on 3 March which showed that ITLF membership represented 39% of all BCS Fellows, 2.8% of all BCS Members, and 3.9% of the total BCS membership.

Gill suggested that 2000 members was good for a group but asked whether we should focus on numbers or on quality of engagement. It was agreed that ultimately it was quality of engagement and contribution that mattered and then communicating this to the membership to encourage further engagement, e.g. should we drip-feed regularly (fortnightly) into IT Now?

Inclusion (Norman)

David asked Norman if we were doing enough on this important area. Norman thanked Matt for the mentions during the hot topics event in April and added that he was meeting with Chris to discuss communications around Inclusion and Equality tomorrow (10 May).

David emphasised the need for us to take a management perspective of the issue as this is what differentiates our audience.

Gill suggested that we include ITLF committee members that are outside the UK and getting their perspective would be useful. David agreed reminding the meeting that 10% of ITLF members are outside of the UK (though not all would be of the ethnic groups that this was focused on).

Aim could be an IT Now article, some discussion product (paper or event), a communication, or a combination of these.

Fellows group (Sonia follow up, led by David)

Sonia asked for our thoughts on Fellowship and some themes for a future joint discussion. It was difficult not to compare the BCS with other institutions which hold Fellows only events, e.g. dinners, talks, etc.

Gill - the Fellowship application process was too hard. We should make it easier as leaders don't have much time. Perhaps this was the reason that many of our industry's senior people are not BCS Fellows.

Phil - postnominals are the only thing we get and the running down of the conference is also disappointing.

Karl - benefits are somewhat hidden and ethereal but exist due to our Royal Charter, perhaps the benefits of this should be more widely promoted.

David - should we email all fellows not just our members?

Gordon – a black tie annual event would be appealing.

ACTION: David to pull ideas together and communicate with Sonia.

Events (David)

- 5 April – hot topic event – 4 speakers – went well – good variety of presentations and a format we might consider for short form conferences – attendance was disappointing and a need to market events as part of comms.
- 27 April – Architecture/ITLF joint event – went very well – three potential new working groups – Phil/Mike Broomhead to wrap their arms round it and not allow the effort to be diluted by division.
  ACTION: Phil to ping Mike to see when he is doing a follow up. Try to pull together a summary and quick snippet for LinkedIn. Phil to get Chris involved.
- CCI event now cancelled.
- June conference – hopefully.

- Looking for a Q3 event, maybe from a working group? <mark>ACTION: Working Group Leaders</mark> Any volunteers?
- Gill event in October to be confirmed.
- Police event possible based on our recent survey – possible Autumn/Winter.
- November AGM and symposium following.

Working Groups (David)
- Meeting tomorrow (10 May) with David, Chris, Shakeeb and members of his group to see if we can finalise the Nurturing Leaderpreneurs topic.
- Gill – software resilience – see document on Basecamp. Gill will request David to email members for input re attitude to operational resilience in a regulated industry. <mark>ACTION: Gill</mark> to send David a draft. Generally working group moving forward very well. Aim to have a short (20-30 pp) report by end-Aug as input to October event.
- Gill asked for committee ratification of previously circulated document – <mark>committee agreed the document.</mark>
- Gordon has done a good job of capturing the process of Gill's working group for the benefit of other, but it was noted that this shouldn't be prescriptive, merely a guideline, as groups/topics often require a different approach.
- Gill also noted that she will approach the BCS Consultancy SIG if extra resource is needed rather than going to one of the big 4 companies represented in the work.
- Early careers leadership – Jon is busy currently.
- Future CIO – Jonathan is away.
- There are other topics that were noted previously but at the moment the committee is working on enough. If, however, anyone thinks they have the time to run a group please contact David.

Marketing and Comms (Chris Fowler)
David said that it's great to have someone on the committee now who is focused on comms and he thanked Chris for the work he has done on this so far, especially the comms plan – see document in Basecamp.

The approach for the Enterprise Architecture/ Leadership joint event was also to post on LinkedIn on our personal timelines in addition to the ITLF LinkedIn Group and this led to more visibility. LinkedIn is a good tool as you can see engagement and so we should try to maximise our exposure through this.

Branding is on Basecamp so groups can use this and remain consistent and the communication from each group is differentiated.

Request for working groups to look at the collateral Chris has posted and comment and/or use the elements to market the group's activity – and feedback on the usefulness of the items.

Throughout this committee meeting we have frequently mentioned the need for more comms using short form messages on a regular basis through multiple channels and providing the itleaders@bcs.org email address to allow people to contact us to get involved. By doing this we will ensure that our work is noticed and engagement is encouraged and maximised. As an example, ITNOW is adopting a similar approach and they are asking for a maximum of 350 words for articles.

<mark>ACTION: Chris</mark> to put something together for committee discussion – to set out what he would like the ITLF to do and how committee members can help when social media is being used.

Date of next meeting
Date of next meeting – 4th July

<u>AOB</u>

Shakeeb is being given a BCS Meritorious Service Award for his work with this group, the Entrepreneurs Group, and for his work on the Digital Divide. It was hoped that Shakeeb would be at the meeting but David will be speaking to him tomorrow when they meet to discuss the Nurturing Leaderpreneurs paper and he will formally congratulate Shakeeb on behalf of the committee.

Chris attended a good meeting with BCS London group and there was a suggestion of a joint event.