

Minutes of IT Leaders Forum meeting held at 1630 on 10 October 2023

Attendees

David Miller (Chair)
Jonathan Leeson (Vice Chair)
Norman King (Inclusion Officer)
Ian Golding
Jacqui Hogan
Shakeeb Niazi
Gill Ringland
Karl Smith
Christos Stavroulakis
Matthew Taylor
Haiyan Wu

Apologies

Phil Crewe
Chris Fowler
Jon Hall
Gordon Thompson

Absent

John McCarthy
Algirdas Pakštas

1. Chairs report (David)

- 1.1. The members were welcomed to the meeting.
- 1.2. The minutes of the last meeting (5 September 2023) were accepted without amendment.
- 1.3. Our difficulties continue: a prospective labour party Parliamentary Candidate and Founder of “Labour: Women in Tech”, Samantha Niblett, objected to our conference Q&A panel. HQ took the decision to cancel the event late on Friday 15 September, two working days before the event was due to go live with more than 170 delegates already registered to attend – all details of which were lost. As a result, we have spent the last four weeks reconstructing the autumn programme. Personally, I have also been dealing with the same politician who, after her successes with the BCS Executive, turned her attention to me with veiled threats of cancellation and reputational damage. As I was left to deal with this on own, I issued a statement explaining our ethos and the circumstances which satisfied her.
- 1.4. There followed a long discussion about the manner in which this had been handled. The committee was in agreement that someone at HQ had panicked and that the actions taken were probably unnecessary. Many kind words have been received from other groups empathising with us for the way in which we had been held up as an example of what not to do even though the rushed policy was not issued until after the event. No apology has been received by the ITLF from HQ but the Chair and Vice Chair plan to accept Rashid’s offer to meet to discuss it.
- 1.5. The second part of the discussion concerned what actions the ITLF should be taking to avoid a similar problem in the future. **The following three actions were agreed upon:**
 - 1.5.1.** The group will develop a statement of intent. The BCS may have one but it lacks visibility and so we will develop our own in the interim. It was agreed that this must

apply to all underrepresented groups not just women and that the language used was important. **Norman, Shakeeb, and Karl** agreed to take this away and come up with a few words that could be considered for use in our “about” statement that clearly sets out our intent. The Chair asked that this be circulated amongst the committee for approval and maybe aired at the symposium after the AGM as a way of bringing members on board and gaining their support.

1.5.2. The ITLF will develop a relationship with groups such as BCS Women and maybe suggest a joint event to consider how membership can become more representative, or how women could be encouraged to become more active. It was recognised that others have found this to be problematic but we should try. **Gill offered to lead on this.**

1.5.3. It was agreed that BCS HQ should be supporting us, not telling us what to do. Therefor it was agreed that **David and Jonathan** should set out how we would like the BCS respond in these situations, e.g. first find out from us what the situation is before taking action.

1.6. No comments have been received regarding the proposed policy guidelines for *ensuring “we provide members with an impartial setting for pressure-free, non-commercial networking, problem solving and discussion amongst peers.”* Before adopting these, it was said that there is a BCS “Memorandum of Association” that addresses this. Unfortunately, it’s whereabouts are unknown and it predates Zoom/Teams etc. but it may be helpful. Jacqui will try to locate it but in the meantime the Chair asked that we all try to adhere to the guidelines as drafted and minuted in September before being formally adopted.

1.7. Committee nominations and the election timetable.

The process of nominating a new committee is on schedule:

Task #	Task	Responsible	Completed
1	Send notice to committee members setting out, according to our records, those whose terms of office are coming to an end later this year. Please advise Groups/The Chair if you think there is any inaccuracy. Those people highlighted will be invited to reapply.	Chair	Yes
2	Check timetable with HQ to ensure they are resourced to run the election	Chair	Yes
3	Last year we had two resignations during the election process. If any other committee member is finding it difficult to make a contribution due to personal or workload pressures but whose term of office does not end this year then please raise this in confidence via email or phone with The Chair before the notice of the election is sent to members (see note 5, below).	Chair	Yes
4	Discuss process at 5 September committee meeting.	Chair	Yes
5	Send notice to all members inviting applications on Monday 2 October . The closing date for submissions to Mandy is Monday 16 October	Groups	Yes
6	If more valid applications are received than places available, candidate details will be posted on the web site and a ballot will be held starting on Monday 30 October and it will close on Friday 3 November .	Groups	
7	Chair will be advised of the successful candidates who will announce these at the AGM on 28 November and the successful candidates will take office from that date.	Groups	

A notice was issued to members on 2 October requesting nominations. The latest version of who is sponsoring who is on Basecamp, but in summary the situation is as follows:

The terms of office coming to an end this year are Ian, John, Algirdas, Shakeeb and Gill. In addition, Phil and Jon will be stepping down early due to pressure of work. Shakeeb, Phil, and Jon have all said that they will be available should their circumstances change and they be needed. Nominations have been received from Gill, Ian, and Elle Anderson. There is interest from two other people who as yet have not submitted nominations.

Nominations close on 16 October and another email will be sent out to members this week to encourage any who may still be thinking about nominating themselves.

Jonathan starts his 2-year term as Chair from December so we will be looking for someone to lead on events, Chris has also said that he would like to hand over the Marcomms role that has been so important this year, we need a Secretary, and perhaps we should revive the role of Membership Secretary. Provisionally, Karl has agreed to take on the role of Events Manager and Haiyan the Marcoms role post the election. David will consider retaining the role of Membership Secretary. All will need to be ratified by the new committee post the AGM.

2. Membership report (David)

The latest membership figures are as follows:

Date	BCS		Total BCS	IT LEADERS FORUM BCS membership						Overseas	Total ITLF	LINKEDIN	
	Total FBCS	Total MBCS		M	F	U	Fellow	Profess'l	Other BCS			Grp Total	
18/02/2022	2898	26001		1625	117	415	1187	959	11	224	2157	1678	2 accepted, 5 waiting to be approved
22/03/2022	2897	25961		1609	116	409	1172	951	11	217	2134	1677	2 accepted, 5 waiting to be approved
06/05/2022	2834	25599	47484	1575	111	404	1143	936	11	215	2090	1680	2 accepted, 4 waiting to be approved
23/06/2022	2865	25741	47920	1575	114	399	1140	937	11	213	2088	1683	1 accepted, 8 pending
30/08/2022	2870	26396	48952	1568	114	400	1142	929	11	214	2082	1685	4 accepted, 1 pending
13/10/2022	2847	26480	48959	1558	111	397	1131	924	11	217	2066	1684	7 pending
24/11/2022	2843	31067	49548	1541	107	395	1122	911	10	210	2043	1684	4 requests pending
10/01/2023	2827	31305	49926	1522	108	391	1107	904	10	204	2021	1681	11 request pending
03/03/2023	2831	32255	51388	1505	109	386	1102	889	9	206	2000	1684	3 requests pending
09/05/2023	2807	32270	52357	1462	100	380	1085	850	7	205	1942	1683	11 requests pending
03/07/2023	2792	32539	52864	1431	101	374	1070	829	7	193	1906	1682	2 accepted, none pending
05/09/2023	2807	32495	52605	1428	96	379	1076	820	7	198	1903	1684	5 accepted, 18 pending
05/10/2023	2785	32409	52725	1422	95	369	1059	820	7	138	1886	1696	1 accepted 12 pending
	-22	-86	+120	-6	-1	-10	-17	0	0	-60	-17	+12	

The growth in BCS membership is clearly coming from the junior grades. The decline in FBCS and MBCS membership may be as a result of the overall age profile of the membership, especially amongst senior grades. From the statistics it is impossible to say how representative the BCS is, or the ITLF is, other than to be able to express the female membership as a proportion of the membership as a whole (which is 20% and 5% respectively) but there is a proposal for the ITLF to leverage its international membership.

3. Treasurer's Report (Gordon)

Gordon was not present but reported that the latest financial report on 2 October confirmed the outturn reported at the last meeting, i.e. an actual spend of £189.41 which represented an underspend of £784.87 on a budget for the year of £974.28.

4. Inclusion Officer's Report (Norman)

Norman and Chris reported that they had been successful in postponing rather than cancelling the Fearless Futures "Inclusion for IT leaders" event on 2 November awaiting an HQ decision on whether to run a BCS-wide inclusion event before we run ours. Fearless Futures will be considered as a potential supplier for this.

5. Working Groups

5.1. Service Resilience – Gill updated the committee in particular about the various modules of policy emerging from this group.

Whereas the 2022 program of work was focused on defining the problem and working with the National Preparedness Commission to publish its work, this year had been about defining what should be done and creating modules of work for the Business Continuity Institute and product development ideas via policy briefs for BCS groups including the ISSG and IRMA who are now considering how to take these concepts forward to the tech communities.

Gill expressed thanks to Carol Long and Adam Leon Smith in particular and the Chairs of ISSG and IRMA for their eagerness to pick up with this next phase of work.

The Chair thanked Gill for her work, work that had fully embraced the ethos of the group to inform, involve and influence.

5.2. Nurturing Leaderpreneurs.

Shakeeb has had to rearrange the four innovation workshops, two for IT leaders and two for entrepreneurs as a consequence of the cancellation of the conference and the rail strike that took place during the week planned originally for the events. These are based on the findings of the working group and run in conjunction with a group of entrepreneurs who have “redesigned the digital design and development process to inject serious pace, quality, and certainty into innovation, while substantially reducing risk.” These workshops will now take place on 16th and 18th October.

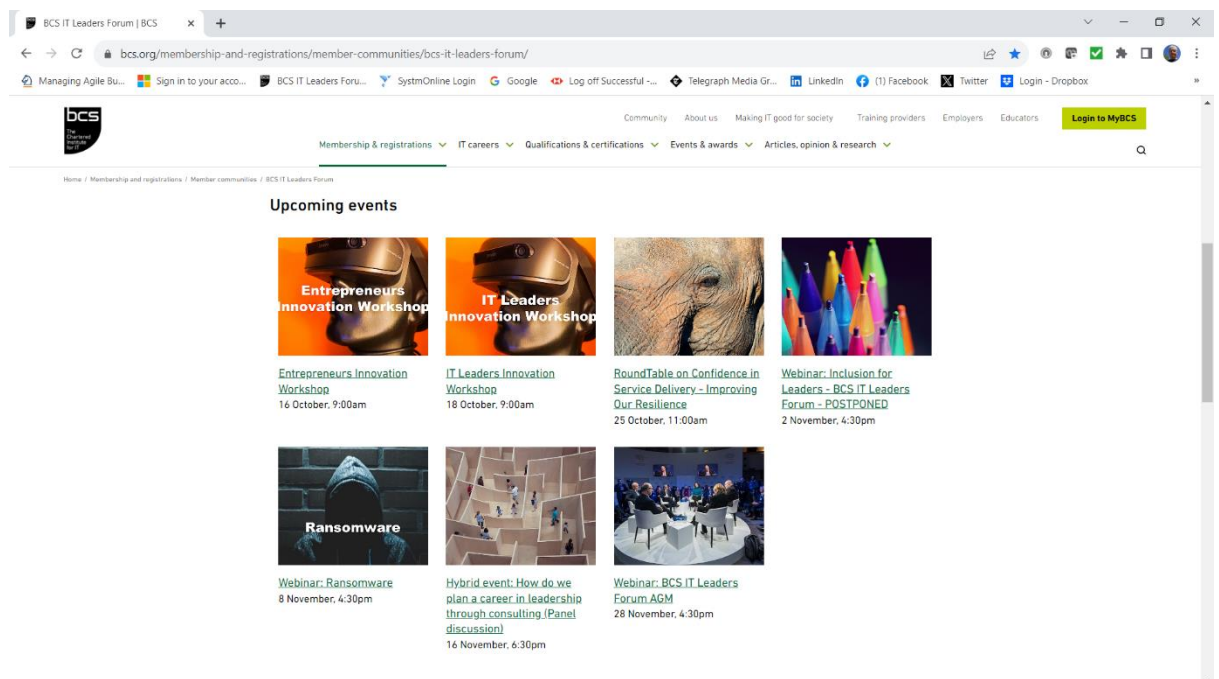
5.3. Other Working Groups.

The following working groups are to be reassessed as soon as time is available: The Future CEO, Early Careers Leadership, IT Leadership Modules for Higher Education, when next steps will be determined.

6. Events Q3 and Q4 (David)

The hastily revised autumn programme can now be seen on the website. Committee members were asked to check the dates and the details.

The next events are the Innovation workshops developed from the Leaderpreneur working group activities.



The screenshot shows the BCS IT Leaders Forum website. The page is titled "Upcoming events" and lists several events with their dates and times:

- Entrepreneurs Innovation Workshop**: 16 October, 9:00am
- IT Leaders Innovation Workshop**: 18 October, 9:00am
- RoundTable on Confidence in Service Delivery - Improving Our Resilience**: 25 October, 11:00am
- Webinar: Inclusion for Leaders - BCS IT Leaders Forum - POSTPONED**: 2 November, 4:30pm
- Webinar: Ransomware**: 8 November, 4:30pm
- Hybrid event: How do we plan a career in leadership through consulting (Panel discussion)**: 16 November, 6:30pm
- Webinar: BCS IT Leaders Forum AGM**: 28 November, 4:30pm

7. Communications Officer's Report (Chris)

There is an outstanding action for Chris to arrange to meet with Karl and Shakeeb to draft a decision paper on how communications can be improved and what would be implied.

8. AOB

There was no further business. The next committee meeting is the AGM and Symposium on 28 November, 2023.

The meeting closed at 1830.