

**BCS - The Chartered Institute for IT**  
**Minutes of the First Meeting of the 2010/11 Session of the**  
**Committee of the South Wales Branch**  
**6.00pm, Wednesday, 8<sup>th</sup> September, 2010**  
**Committee Room 3**  
**County Hall, Cardiff**

DRAFT

<b>172.1.1 Present</b>		
Jeremy White (acting Chair) Ralph Miller (Sec)	Beti Williams Derek Smith	Phil Watt Via conference phone John Tucker
<b>172.1.1 Apologies</b>		
Steve Harvey Mikhaila Burgess (Vice Chair) Daniel Cunliffe Carl Allen	Fred Long Rosemary Dale Tom Crick	Paul Bulmer (Chair) Tom Bradley Jason Mullins
<b>No other apologies were received</b>		
<b>172.1.2 Welcome and Presentations</b>		<b>Actions</b>
The Chairman welcomed every one to the meeting. It was agreed that the meeting was quorate.		
<b>172.1.3 Reports from Absent Members</b>		
<p>Those who had sent their apologies had all noted their urgent business elsewhere, or were on vacation. Rosemary Dale was recovering from surgery. The Committee sent her their best.</p> <p><b>NB1</b> Reports from absent members are welcome. Please send them to the Secretary, as we can then incorporate them in to the minutes and the Committee is kept up to date.</p> <p><b>NB2</b> The Secretary reminds those members who are going to be absent to send their emailed or telephoned apologies to the Secretary and Chair, if possible in good time. We waste our budget on overestimated refreshment numbers. We are fortunate enough to have the benefit of donated room hire, but the scale of the rooms could be reduced and even the date of the meeting changed if necessary following such large numbers of short and no notice non-attendances as we have had. In addition, progress in our business is delayed. Please help us by taking the small amount of time necessary to send your apologies and reports.</p> <p>We are continuing to try to provide communications that may reduce travel time. However, please give sufficient notice to make the necessary arrangements</p>		<p><b>All</b></p> <p><b>All</b></p>
<b>172.8.4 MINUTES OF PREVIOUS MEETING</b>		
The draft minutes of the last meeting were approved for placing on the Web.		<b>CA</b>
<b>172.8.5 Matters arising from the Minutes</b>		
<p>Most of the matters arising were left until their agenda items later in the meeting.</p> <p>Other items remaining were:  The Chairman reported that had spoken to Nigel, who was undecided on his role in the Committee.  Alan Boyce had been nominated as Treasurer for the coming year  Mind map (162.6.5). Transferred to Carl Allan – on going</p> <p>MB and MD to discuss student Chapters in Swansea and Cardiff - ongoing.</p> <p>MB and MD to discuss YPG representation on the Committee</p>		<p><b>PB</b></p> <p><b>CA</b></p> <p><b>MB, MD</b></p> <p><b>MB, MD</b></p>
<b>172.1.6 CORRESPONDENCE</b>		

	<p>The secretary reported on a letter received from Ystrad Mynach College seeking support for their prizes. It was agreed that the Secretary should respond explaining the BCS student prize policy, and offering, perhaps, a presentation regarding the BCS and encouraging their participation. Exploring the possibility of a joint event was suggested.</p>	
<b>172.1.7 BRANCH REPORTS</b>		
	<p><b>Chairman's Report</b>  The Chairman had sent an email with his report:</p> <p>He had spoken to Nigel Davies, who is still undecided as to his participation, but will attend the AGM  Alan Boyce was now Treasurer. Steve Harvey will provide the Treasurer's Report for the AGM.  Max is still keen on getting back to the YPG role, and hoped to be at the next meeting.  Current position with Guidance Notes had been emailed to the committee.  The meeting at Cowbridge went well, although down in Numbers. A summary had been issued.  Paul will prepare the Chairman's report on the Years activities for the AGM</p>	
	<p><b>Membership Secretary's Report:</b>  Membership Secretary not present. However Jeremy reported a gradual increase in membership numbers for the Branch</p>	
	<p><b>Webmaster's Report:</b>  No further report. However, Jeremy reported that the data base work , carried out at HQ , was continuing. ( Since this meeting , the new data base has been re-issued and members have been asked for their input)</p>	
	<p><b>Treasurer's Report</b>  No further report at this meeting</p>	
	<p><b>YPG:</b>  There was no further YPG report.  Jeremy reported that Mikhaila Burgess had suggested that she would put greater emphasis on YPG activities in her first year as chair. The committee offered its support, recognising that many YPG members were at an early stage in their careers and their families and therefore had constraints on their time. The committee suggested that pairing an older member with the YPG leads might provide some more resource.  The group's purpose and activities would be useful.</p>	<p><b>PB, MB</b></p> <p><b>RRM</b></p>
	<p><b>Branches Congress and Membership Board:</b>  RRM gave brief report on progress. There had been arrangements made for much further information from the Trustees Board and all the committees to be made available to the members.</p> <p>New Rules which would apply to all membership groups were being developed. They were intended to be much "lighter touch". However groups could add to them if they found it necessary for their own circumstances</p> <p>RM asked whether we could again bring to the attention of our Branch Members, the range of Specialist Groups available – ongoing.</p>	
	<p><b>Universities:</b>  The Autumn meeting would be in Newport U, on September 15th. The committee suggested than a short document giving an overview of the meeting would be helpful</p>	<p><b>RRM</b></p>
	<p><b>Professionalism:</b>  Ralph had provided a short report on CITP. He confirmed that members holding CITP at present would retain their CITP.</p>	
	<p><b>Mid Wales Sub Branch:</b>  Jeremy reported on the excellent schools meeting at Aberystwyth which had been part of the "Walking with Robots" series. He would provide Phil Watt with the name of the supporting organisation for the event</p>	
	<p><b>Council:</b>  No further report</p>	

	<p><b>Schools:</b> Phil reported on the difficulties in making progress in this area, it was so large. The Committee made some suggestions which were intended to be helpful. John Tucker suggested Phil should be invited to the Universities meeting, with the objective of engaging them.</p>	<b>RRM</b>
<b>172.1.8 2009/2010 Events Programme</b>		
	<p>Business lecture and the Christmas lecture had been arranged by Beti, with excellent prospects. Jeremy would like to hear of further suggestions for events for Spring and Summer 2011.</p>	
<b>172.1.9 Welsh Language and BCS in Wales</b>		
	<p>Ralph reported that the BCS Health in Wales Group had formed and arranged a presentation for their inaugural event on October 27<sup>th</sup> in the Welsh Millennium Centre.</p> <p>Beti informed the Committee that the Women at BCS in Wales Group had linked up with WTech Cymru, with a combined membership of 1800. Arrangements were made for a major Autumn meeting at Lampeter U on 6 November.</p>	
<b>172.1.10 Guidance Notes</b>		
	<p>The draft updated Guidance notices had been distributed.</p>	
<b>172.1.11 Any Other Business</b>		
	<p>Derek reported that he was working on the provision of strap lines for use with publicity material. There was a general feeling that the current Institute line (“the chartered institute for IT”) could not be improved on or sensibly localised. Jeremy suggested that it might be more fruitful to pursue a series of short statements on how IT was relevant to Wales or how it contributed to Wales (“IT businesses employ xxx people in Wales”, or “IT companies bring xxx income to Wales”, for example) which we could use to convince people of the value of IT and the institute. The evidence needed might be available from the ONS or WAG.</p> <p>Paul suggestion that a future presentation around an industrial software project to encourage Student placements in Industry was being followed up -ongoing</p>	<p><b>DS</b></p> <p><b>PB</b></p>
<b>171.7.12 DATE(S) OF FUTURE MEETING(S)</b>		
	<p>The next formal Committee meeting is arranged for Thursday 4<sup>th</sup> November, at County Hall, Cardiff. A Conference phone connection will be available for the use of those not able to attend. Those who wish to be included by this means <b>MUST notify Ralph Miller.</b></p> <p>Meanwhile all Committee members are encouraged to attend the AGM on 30<sup>th</sup> September. Please notify Ralph if you do not intend or are unable to continue on the Committee in the upcoming year. Online booking would be available soon.</p>	<p><b>RRM</b></p> <p><b>All</b></p>