



Minutes of the Third Meeting of the 2014/15 Session  
 Committee of the South Wales Branch BCS, the Chartered Institute for IT

**Wednesday 7th January 2015 18:00 -20:00**

Companies House, Cardiff

**DRAFT**

<b>1415.3.0</b>	<p><b>Present</b></p> <p>Jeremy White (Chair); Paul Bulmer (Vice Chair); Phil Hopkins (Treasurer); Carl Allen (Secretary); Derek Smith [Minutes]; Tom Crick; Rosemary Dale [Skype]; Fred Long (Skype); Helen Phillips</p>
	<p><b>Apologies</b></p> <p>Daniel Cunliffe; Neal Harman</p>

<b>1415.3.1</b>	<b>Welcome and discussion</b>	<b>Actions</b>
	JW welcomed everyone to the meeting.	
<b>1415.3.2</b>	<p><b>Minutes of previous meeting</b></p> <p>The minutes of the 3rd December meeting (1415.2) were accepted as a true record of the business transacted at that meeting and should now be passed to the webteam.</p>	<b>PB</b>
<b>1415.3.3</b>	<p><b>Matters arising</b></p> <p><b>207.5.4 Female Fellows Initiative:</b> Taken under 1415.3.7 below.</p> <p><b>1415.1.4 Fellows' Dinner:</b> Taken under 1415.3.7 below.</p> <p><b>1415.1.5 BCS in Wales:</b> Taken under 1415.3.7 below.</p>	
<b>1415.3.4</b>	<p><b>Member Group Rules</b></p> <p><i>(this discussion addresses, as though the papers had been tabled, the BCS "Volunteer Portal" at <a href="http://www.volunteer.bcs.org/Rules_consultation_open">http://www.volunteer.bcs.org/Rules_consultation_open</a> and the 30 or so subfiles controlled by it)</i></p> <p>JW led a discussion as to how Branch should respond to this ongoing consultation. Concerning "<b>PR and Advertising</b>" (<i>and the associated pdf at <a href="http://www.bcs.org/upload/pdf/pr-guidelines.pdf">http://www.bcs.org/upload/pdf/pr-guidelines.pdf</a></i>), it was noted that branch policy statements of any sort should accord with HQ policy, and be formally cleared by HQ in case of doubt. Many points were raised which JW will use to draft a branch response. Concerning "<b>Staff Conflicts of Interest</b>" there was some doubt whether Staff should be totally</p>	

	<p>excluded from committees since current practice (co-opting, declaring interests, etc.) seemed to work well. Again JW to draft a branch response. Concerning "<b>Committee Member Training</b>" many practical problems were foreseen. Again JW to draft a branch response.</p>	JWx3
<p><b>1415.3.6 and 1415.3.7</b></p>	<p><b>Digital 2014, Including Fellows' Dinner / BCS in Wales / BCS Women in Wales</b></p> <p>As for the Fellows' Dinner (previously 1415.1.4), TC explained that there were big problems mounting all-Wales events of this nature, due to the distances involved.</p> <p>TC reported that BCS in Wales had no secretariat for minutes, and that the present priority was to work on structures and awareness. Basically it's more of an HQ problem than a branch one, with many initiatives being set adhoc in the Universities. TC to arrange meeting of interested parties to decide on the former and how then to promote the latter.</p> <p>HP advised that BCS Women in Wales was now BCS Women Wales, but that objectives remained unchanged.</p>	TC
<p><b>1415.3.8</b></p>	<p><b>Correspondence</b></p> <p>Dealt with under specific headings.</p>	
<p><b>1415.3.9</b></p>	<p><b>Branch Reports</b></p> <p><b>Chairman's Report:</b> JW was happy to report being back in the saddle.</p> <p><b>Webmaster's Report:</b> CA was happy to report being "almost" back in the saddle, and thanked the HQ webteam for their efforts in his absence.</p> <p><b>Treasurer's Report:</b> PH reported no problems. The December Statement was expected on 10th January; PH to Dropbox when it arrives. Committee members wishing to lodge expenses claims should present their claims promptly.</p> <p><b>Membership Secretary's Report/YPG/Student Chapters:</b> PB reminded the meeting that there was an apparent shrinking in Student Memberships compared to previously. HP reported that Cardiff University was working on restarting their Student Chapters. TC suggested identifying key members of staff. PB to identify/list senior members.</p> <p><b>Membership Board and Council:</b> No Board has taken place (but see 1415.3.4 above re consultation paper). TC reminded committee members that the Council Minutes were online and of value to all. He also warned that the May 2015 General Election might result in new initiatives at short notice, e.g., with science budgets, the digital economy, and curriculum reform. The Donaldson report would be published</p>	<p>PH</p> <p>TC/PB</p> <p>All</p>

	<p>shortly.</p> <p><b>Mid-Wales Report:</b> N/A</p> <p><b>Schools:</b> N/A</p> <p><b>Universities:</b> As above</p> <p><b>Professionalism:</b> Officer n/a.</p> <p><b>Publicity Officer's Report:</b> No report given.</p> <p><b>Dropbox Update:</b> All to continue to develop this facility, reporting problems as they arise.</p>	<b>All</b>
<b>1415.3.8</b>	<b>Events Programme</b>	
	<p>Since time was running short this discussion was restricted to matters of exception and urgency. The specific actions were ...</p> <p>DS to check with Cardiff re May venue.</p> <p>[update - yes they're happy to host on Thursday 14th May 2015]</p> <p>AGM to go from mid-September to late-September to ensure HQ finance papers available. PB to work on the emails and CA to organise room at Companies House when date finalised.</p> <p>JW to include mention of the Turing Lecture 24th February in his next newsletter.</p>	<b>PB/CA</b>     <b>JW</b>
<b>1415.3.11</b>	<b>Welsh Language</b>	
	DC n/a to report.	
<b>1415.3.12</b>	<b>Committee Guidance Notes</b>	
	These need updating with the passing of time. All to check through.	<b>All</b>
<b>1415.3.11</b>	<b>Any Other Business</b>	
	No issues raised.	
<b>1415.3.12</b>	<b>Date(s) and format of next meeting(s)</b>	
	The next meeting will be on Wednesday 4th February 2015	