

**Minutes of the BCS L&D SG Committee Meeting  
Held on Monday 26<sup>th</sup> November 2018  
GoToMeeting @19:00**

## **Agenda**

- 1) Welcome and apologies (Kevin)
- 2) Minutes of previous meeting (ALL)
- 3) Matters Arising
- 4) Finance Update (Mark)
- 5) Events Schedule
- 6) Conference framework
- 7) Membership report (Gary)
- 8) Inclusion and Diversity (Ismini)
- 9) Any other business
- 10) Date of next meeting (21<sup>st</sup> January 2019)

## **Minutes**

### **1. Attendees**

	Action by
Present: Kevin Streater, Gary Thornton, Michelle Kaye, Ken Gaines, Sue Martin	
Apologies received: from: Ismin Vasileiou	

### **2. Minutes of previous meeting:**

	Action by
The minutes of the previous meeting were approved	

### **3. Matters arising:**

	Action by
The question raised about membership numbers has been resolved with BCS. L&D SG currently has 1563 members, of which 1430 are BCS members.	Complete

### **4. Finance update**

	Action by
We have been allocated £3,000 for next year out of our requested £4,500.	None

This will, obviously mean that we cut back on some initiatives.	
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## 5. Events schedule

	Action by
The 'Archives of IT' webinar is set for 11/12/18. Details are on the BCS events calendar. All committee members are encouraged to attend.	All
Michelle has been discussing the launch of the LPI Capability Map and a new date of 26/2/19 has been agreed. Kevin will speak to Mandy to get this onto the event calendar and out to Branch and SG chairs.	MK/KS
We plan to do an online event on 'Digital Badging' on 16/1/19 using the LPI Webex platform. We have obtained permission to record the sessions.	MK/KS/SM
The launch date for the joint book with CEEdMA has been agreed. The book is a joint development between CEEdMA, L&D SG and BCS Publishing. The launch will take place on 8/4/19 in London, either at the Marriott Maida Vale or the Marriott West Key. Kevin and Mike Dowsey are arranging the venue. Kevin will approach IT Now regarding an article.	KS
The CEEdMA conference will take place on 9 & 10/4/19 at the same location as the book launch. L&D SG committee members will participate as usual.	All

## 6. Conference Framework

	Action by
The conference date is 2/10/19. We have booked rooms with virtual capability at Southampton street for 100 people. Michelle will send the booking form information to Kevin	MK
Kevin asked for committee members to think about possible key speakers for the conference. Ken said that we should prepare a brief outline of possible topics so that we could start to approach people as early as possible.	All
Kevin suggested that Jon Buttriss could be approached. John is now on this committee so would be a good fit.	KS
Ken suggested Lord Lucas, Chris Jones and Malcolm Harbour.	KG
There was a discussion about presentations on Competency Assessment Models. Matthew Holwell of ATP, Ian Seward of SFIA Foundation were suggested as good options. Ken said that he would ask within City & Guilds.	SM, KS, KG
There was a discussion about allowing vendors to attend for a nominal fee. This has been done before and will be discussed in more detail.	All
It was agreed that the committee should have a meeting set aside just too ensure that everything was in action to enable a successful conference. Gary will send a Doodle poll to find agreeable dates in December.	GT

## 7. Membership report

	Action by

L&D SG currently has 1563 members, of which 1430 are BCS members.	Complete
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### 8. Equality, Inclusion & Diversity

	Action by
<p>The committee believe that we are demonstrating good practice in this area.</p> <p>L&amp;D SG is international and has members from different countries and ethnic groups.</p> <p>We ensure, as far as possible, that dietary requirements are met at meetings.</p> <p>We ensure disabled access to meetings.</p>	All

### 9. Any other business

	Action by
We have responded to the BCS call for registering all of the SG's social media platforms.	Complete
Ken told the committee that he had attended Digital Skills consultation with GLA. There is a discussion taking place about a Level 2 Apprenticeship in underground telecoms infrastructure which might be of interest. Ken will keep the committee updated.	KG

### 10. DT&P of next meeting

	Action by
Date 21 <sup>st</sup> January 2019 at 7pm	GT