



Confidential to Members

BCS Fellows Technical Advisory Group (F-TAG)

Terms of Reference

Responsible Body	Organisations & Employers Board
Version number	3.1
Prepared By	Holly Porter
Date Approved	
Date Issued	

First version produced for initiation of the group	1.0	November 2020
Second version produced for review	2.0	January 2021
Third version produced for review	3.0 / 3.1 / 3.2	February 2021

1. Purpose

Create a sector-leading technical advisory group, which distils insights on emerging technologies and techniques from the experience of leading BCS Fellows.

Make these insights available to all members to support their career development, enhance their professionalism and increase their impact and influence. In doing so F-TAG provides the thought leadership that supports BCS members to make IT good for society and make a positive impact on the UK economy.

The principal aims of F-TAG are:

- 1.1 To create a knowledge hub for the exchange of ideas, innovation and guidance on emerging technologies and techniques**
- 1.2 To promote the insight and prestige of BCS Fellowship, advance professionalism and increase the value of BCS Membership.**
- 1.3 To produce thought leadership on issues where BCS can make original contributions to advancing the profile and competitiveness of the UK**

2. Status

F-TAG reports to the Organisations & Employers Board.

3. Key Responsibilities

In support of its purpose F-TAG will:

3.1 Governance

- 3.1.1 Author and own high quality content - for example, 'white papers' - to support the purpose and aims outlined above.**
- 3.1.2 Advise on the accuracy and balance of key messages for BCS to use in public to promote topics on the group's plan.**
- 3.1.3 Work in collaboration with Branches and Specialist Groups and the membership, marketing and PR teams to ensure members are engaged in the topics and outputs.**

3.2 Advice

- 3.2.1 Provide advice and guidance to the Organisations & Employers Board on emerging technologies and techniques and recommend where future focus should be for campaigns and programmes.**

3.3 Operational

- 3.3.1 Participate in networking and promotional activities to build the brand and relevance of BCS.**
- 3.3.2 Build good working relationships with the executive, boards and committees of branches and specialist groups.**

3.4 External Stakeholders

3.4.1 F-TAG will draw on their networks to provide additional resource and robustness to technical papers and opinion pieces.

4. Strategic Planning and Management

4.1 F-TAG will produce an annual content plan. It will review achievements against this plan at the end of each annual cycle.

4.2 F-TAG will carry out an annual self-assessment of its performance and report this to the Organisations & Employers Board.

5. Constitution and Membership

5.1 The Chair will be appointed by O&E Board for a term of three years, renewable once.

5.2 Appointments to F-TAG shall be made by the Selection Committee based on nominations submitted by Fellows and members of the BCS strategic boards. The group of up to 25 BCS Fellows will be selected based on their knowledge and expertise in the relevant technical area. The group should include broad and diverse representation from the BCS Fellows community and a senior manager of the Institute, nominated on the advice of the Membership Director.

5.3 The Selection Committee shall comprise:

- The BCS Deputy President**
- Chair of the BCS Distinguished Fellow Nominations Committee**
- A BCS Distinguished Fellow**
- Vice President, O&E Board**
- Vice President, Community**
- The Chair of F-TAG**

5.4 Appointments for all members shall be for a fixed term of three years, with the exception the BCS senior manager. Retiring members may be re-appointed, subject to a maximum of six years' service.

5.5 The quorum shall be one quarter of the total membership of the committee.

5.6 All members must commit reasonable time to the work of the group and make reasonable efforts to attend meetings. If a member fails to attend three consecutive meeting the Chair may terminate his or her membership of the group, unless the non-attendance was owing to illness or other reasonable cause.

5.7 On the recommendation of the Chair, the Organisations & Employers Board may cancel or suspend the membership of the F-TAG where the members actions are considered to have been detrimental to the work of the Board.

5.8 In the event that the Chair is unable to chair a group meeting, the Chair shall appoint another group member to chair that meeting.

6. Approval and Review

These terms of reference shall be approved by the Organisations & Employers Board. F-TAG will review them annually with the aim of submitting to Organisations & Employers Board by the third week of January for approval.