Notes from BCS Committee Meeting, 10 May, 2022

Attendees:
David Miller (Chair & Notes)
Phil Crewe (Notes)
Jonathan Leeson (Events)
Paul Chung (Treasurer)
Jon Hall (Academic Liaison)
Matthew Taylor (Early Careers Advocate)
Norman King (Inclusion Officer)
Shakeeb Niazi
Haiyan Wu

Apologies
John McCarthy (White Paper Coordinator and Cyber Specialist)
Adrian Steel
Ian Golding
Jacqui Hogan

Non-attendees
Christos Stavroulakis
Algirdas Pakstas

Notes from the meeting

1. **Minutes of the last meeting:**

   The minutes of previous meeting of 22 Mar 2022 were approved without amendment.

2. **Chair's report:**

   HQ wash up meeting post the 2022 leaders conference.
   David attended the conference HQ washup meeting. Attendance numbers were similar to last year – people maybe stayed longer, however, the HQ stats of attendee numbers were slightly lower than the numbers shown as logged in. There were only 20-odd respondents for the post conference survey which was disappointing. Feedback on speakers was all positive and overall feedback was OK but HQ may want to make changes next year to involve other groups who claim to provide leadership. Maybe down to us to make sure we have plenty of ideas of our own. Perhaps a style guide, or at least a consistent style, for conference slides would be a helpful improvement though.

   Membership counts:
   The membership numbers have been volatile for some time during the changeover to Salesforce but seemed to settle this time last year. Since then we have seen membership numbers in general (BCS and IT Leaders Forum) drifting down. On a

more positive note, our LinkedIn Group membership continue to rise and interest in the group, in terms of new requests to join, has risen since November last year but we are rejecting more than we are accepting because not applicants meet our membership criteria.

Date	BCS Total FBCS	BCS Total MBCS	Total BCS	IT LEADERS FORUM BCS membership								ITLF Non BCS	ITLF TOTAL	LINKEDIN Grp Total
				M	F	U	Fellow	Profess'l	Other BCS	Overseas	Total BCS			
30/11/2018				3078	274	40	1395	1980	17	320	3392	22	3414	1632
03/12/2020		31675									2487	22	2509	1650
20/01/2021	2870	33944		1705	125	437	1195	1059	13	251	2267	22	2289	1649
22/01/2021	3066			1869	142	477	1310	1164	31	251	2488	22	2510	1649
09/02/2021	3073	31885		1867	142	477	1308	1164	31	252	2486	22	2508	1649
06/04/2021	3049	32002		1859	141	476	1296	1157	23	183	2476	22	2498	1651
07/04/2021	3049			1859	141	476	1296	1157	23	253	2476	22	2498	1664
05/05/2021	3054	31580		1854	141	476	1295	1152	24	253	2471	22	2493	1665
19/05/2021	2884			1723	115	443	1214	1054	13	230	2281	22	2303	1663
04/08/2021	2890	26367		1686	122	430	1212	1015	11	227	2238	22	2260	1669
27/09/2021	2928	26443		1701	119	434	1222	1021	11	229	2254	22	2276	1668
23/11/2021	2924	26305		1681	120	429	1213	1006	11	224	2230	22	2252	1673
29/12/2021	2915	26250		1663	119	420	1204	987	11	222	2202	22	2224	1675
18/02/2022	2898	26001		1625	117	415	1187	959	11	224	2157	22	2179	1678
22/03/2022	2897	25961		1609	116	409	1172	951	11	217	2134	22	2156	1677
06/05/2022	2834	25599	47484	1575	111	404	1143	936	11	215	2090	22	2112	1680

The non-member list is to be closed as was agreed at the last meeting. Letters are planned to be sent out on Monday to the list of 22. They will be offered either BCS membership at 20% discount and so become full members of the BCS IT Leaders Forum or they can join our LinkedIn Group and continue to receive details of our events, etc.

This has been planned to coincide with the changes to the Fellowship criteria due to be announced this week (week commencing 9 May 2022) which may encourage more people to become Fellows. Once the announcement has been made, we should review our own group criteria.

Paul asked whether we should consider setting goals for membership – maybe as a percentage of BCS Members or BCS Fellows. This found wide support amongst the committee. **ACTION: David to look at this and look at the percentage currently so we can review what our goal should be.**

Reminder on white papers:
Bill Mitchell is asking us to produce Opinion Pieces for the BCS website. Can we use inputs from our working groups and other activities for this, please?

Reminder on 'influence':
This year we said we should aim to work with and influence other groups, particularly external ones. Working Groups provide a great opportunity for this to happen, e.g. this is what Gill Ringland is doing within her group. Can we all try to do this please?

Policy on regional ITLF events:
4IT used to run regional events for us. These raised our profile regionally but we paid 50% of the cost. If we are to resurrect such events, what form should they take? Should we approach 4IT to explore the idea of continuing what we were doing before? I wonder also if there are alternative ways of staging a real event in the

regions? Examples might be ITLF speakers at branch events (e.g. events that can be run and re-run in different locations across the country), or a branch event virtually connected to a hybrid London event, or has virtual replaced the need for any real regional presence in that our hybrid events are in effect nationwide anyway? **ACTION ALL: Everyone to please consider and we will put this on the agenda for the next meeting.**

Committee email addresses for TEAMS meeting request to calendars:

Please note that there is no bcc functionality when setting up TEAMS meeting requests so individual email addresses will be visible. Therefore, for GDPR reasons we each need to opt-in to allow Mandy to do this. **ACTION ALL: Please email Mandy Bauer to allow her to use your email address for the purpose of setting up meetings and for the meeting details to go to your calendar.**

ITLF web site photos and bios:

No committee member has contacted Mandy to say that they prefer not to be included on the committee web page but we are still some photos and bios short. **ACTIONS: Haiyan will submit bio and photo this week. Others outstanding are Jacqui, Algirdas, Christos, and Ian.**

3. **Budgets, outturn 21/22 and the 22/23 budget proposal (Paul Chung):**

Last report from the BCS shows us having not spent any money but we know we have spent some for the last event where we had refreshments.

We also agreed to contribute £2k to fund the conference

No feedback re next year budget proposal yet.

4. **Events programme latest (Jonathan Leeson):**

2022
July – The Mass Migration – Transitioning to SaaS, Cloud and external services what does business need to consider. Format: Virtual. Matt to lead.
September – The Digital Divide – How we are ensuring it's on the agenda, influencing policy and ESG mandates. Format: Co-hosted virtual Event. Shakeeb to lead.
15 November – Software Resilience Working Group Session – Gill Ringland to host.
November – AGM and review of the past year.
2023
Program to contain outputs from recent working groups, see item 5 below, as well as other topics not yet defined. The first event is scheduled for April, after the annual conference which it is assumed will take place in February/March.

ACTION ALL: Jonathan asked that everyone think of event ideas for 2023 please, including a roadshow package where we can run events wider than London (see above item discussing 4IT).

5. **Working Groups progress:**

Software Risk and Resilience (Gill Ringland) – ongoing with both Gill and David liaising with Bill Mitchell at HQ to ensure there is no conflict.

Nurturing 'Leaderpreneurs' (Shakeeb) – he is meeting with Stephen Castell to go through ideas later today (10 May).

Leaders coaching and mentoring (Matt) – has approached John Dyer, Chair of the BCS Early Careers Executive, and others, and will feedback. Could be a good topic for collaborating with external bodies and provide material for an event and white paper.

The Future CEO (David and Jonathan for now) – originally from a suggestion by Gill this could be a useful area for bringing in external organisations with differing views on the future.

There was a discussion around templates and/or rules of engagement for these working groups. As each one is different this is difficult but in order to ensure everyone knows what is expected and what kind of commitment is needed to join a working group David offered to outline something. **ACTION: David to set out some basic terms of reference or rules of engagement for working groups.**

The question was raised as to whether we list the working groups on the BCS ITLF web site. This depends very much on how frequently the list of working groups change. **ACTION: David to discuss with Mandy and working group leaders.**

6. **Comms review: Branding and preferred media (Haiyan Wu):**

WhatsApp group for instant messaging amongst committee members.
A decision was taken to retain the WhatsApp Group because there had been occasions where the facility had been useful but we need to manage it. It should be branded consistently with other IT Leaders Forum channels but we may have to find another image as there was an objection to the image used for the Symposium in that it was considered by one member to be not sufficiently diverse. The member list also needs to be brought up to date to reflect the committee membership.
It was set up by John McCarthy and it was suggested that admin be added. **ACTIONS: John to be requested to add David as an additional administrator (done). David and John to rebrand and bring the member list up to date to reflect the current committee membership.**

Social media (the ITLF LinkedIn Group) and other communication with members. Haiyan shared a template for posts, emails, or attachments. It can be completed by adding the fields requested and adding an appropriate image. The aim is to differentiate communications by using consistent imagery and wording when referring to each specific working group, or event, conference etc. Event managers

and working group leaders may choose images from a selection chosen from free to use resources such as www.unsplash.com or suggest others if none are suitable. The suggestion that communication could also be differentiated by different coloured backgrounds was rejected on the grounds that it wouldn't help people who were colour blind. **ACTION: Haiyan was asked to produce some examples using past events and some images as a guide to how the template would appear in use.**

File exchange
The committee preference was to move away from Dropbox and focus on Basecamp but we need to understand the implications of this. **ACTION: Phil to investigate the options and size the task.**

YouTube
Needs to be added to the list of communication channels. **ACTION: David to determine what action is needed, i.e. can content ever get uploaded to YouTube independently of HQ?**

7. **Inclusion monitoring proposal (Norman King):**

Norman submitted an inclusion monitoring proposal for the consideration of the committee. The proposal was in the form of a questionnaire which had been previously circulated and would be completed by event attendees. He recognised that this was a sensitive topic and it was a first attempt by any group to consider how it might monitor and demonstrate inclusion amongst those attending its events, against the 9 protected principles of the Equalities Act 2010 (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation). He stressed that he wished this to be seen as a working document and perhaps in the first instance merely monitoring gender would be a good starting point. Committee comments included adding whether an attendee was a member of the IT Leaders Forum or not, what data source(s) the form was based upon, and a disclaimer stating that no personal data is retained. On this last point there was a strong feeling that monitoring should be standard across all events, not just IT Leaders Forum events, and that it should perhaps be independently controlled by being part of the Eventbrite booking process. There were a number of legal concerns expressed about whether attendees could be identified by the data they supplied, whether they should be expected to provide all of the information being requested, and whether some of the data such as faith and sexuality was even relevant data for the BCS to be holding. **Action: David to seek guidance from HQ by taking this up initially with Jonathan Jeffery.**

8. **Academic Liaison (Jon Hall):**

The IT Leaders Forum has held two collaborations with the OU and based on these produced two leadership articles for ITNow. Such collaborations could be replicated elsewhere at other universities. When asked how the IT Leaders Forum might

usefully influence further education, Jon replied that there is a real need to stimulate student interest in the *leadership and management* of technology even in the early stages of their IT careers. Jon suggested that the IT Leaders Forum might champion the accreditation of courses on or involving technology management. The committee agreed that this was needed and would be a worthwhile initiative. **ACTION: Jon to put together his initial thoughts on what needs to be done in terms of technology management course content and how accreditation might work, perhaps in the form of a proposal that we might consider as a committee and submit to HQ.**

9. **Next Meeting**

   On a show of hands, it was agreed that our next committee meeting on 28 June will be a hybrid event. Accommodation has been booked in the London Office (25 Copthall Ave, London EC2R 7BP) starting at 4.30 pm and anyone wishing to attend in person will be welcome. Virtual facilities will also be provided for those wishing to avail themselves of this service. Tea, coffee and biscuits will be provided for those attending in person.

End