

Notes from the BCS IT Leaders Forum committee meeting on 28 June 2022

Attendees:

David Miller (Chair & Notes)
Jonathan Leeson (Events)
Paul Chung (Treasurer)
Jon Hall (Academic Liaison)
Norman King (Inclusion Officer)
Shakeeb Niazi
Ian Golding
Jacqui Hogan
Christos Stavroulakis
Algirdas Pakstas

Apologies:

Matthew Taylor
Haiyan Wu
John McCarthy
Phil Crewe
Adrian Steel.

1. Notes from the last meeting were accepted. Actions and any matters arising were dealt with in the meeting.
2. Chair's report
 - 2.1. The Chair apologised for cancelling the hybrid element of this meeting following the announcement of strike action by railway workers.
 - 2.2. Membership: The list of 22 non-members. Two notifications have been sent to the 22 with the offers as discussed last time. There has only been one response so far requesting membership of the LinkedIn Group. The list is to be closed on Friday 1 July. Given that the criteria for BCS Fellowship have changed this is probably a good time to review our own membership criteria (see Note 3, below). Angelique Tavernier recently requested our help to mentor people applying for Fellowship under the new rules. I would like to thank Algirdas for volunteering and I gather that there was a good response from our other members.
 - 2.3. Regional Activity. The only activity recorded is in the north of England where this has recently restarted. Discussions have been held with Chris Cahill, who is still acting as the Regional Chair even though he has not been a BCS member for some years, and John Edwards the MD of 4IT Recruitment who is the sponsor. If the northern region is to continue in its present form, we need a closer working relationship with John. The other organisers and sponsors of regional events (Paul Foster, Myles Gorton, and Mike Buckland) are no longer active. There is a need for us to discuss our regional policy (see Note 5, below).
 - 2.4. The desirability of adding working group topics to our web site has been raised with the web team by Mandy and they are happy for us to do this even though it may change regularly. Content will be passed to Mandy as soon as it is available following this meeting (see Note 7, below).
 - 2.5. Good progress has been made on trying to improve communications but there is still more to do (see Note 8, below).

- 2.6. A new ITLF member has asked about our process for publishing ITLF white papers. Given the recent changes (Bill Mitchell’s arrangement whereby we can publish opinion pieces without approval and the introduction of consistent branding for all articles and papers authored by ITLF members) this was probably a good time to publish one hence the new content in Basecamp for committee approval drafted by John McCarthy, Jon Hall, and myself (see Note 8.4.2, below). John McCarthy has asked to be relieved of his duties as White Paper Coordinator (see Note 10, below).
- 2.7. Inclusion Monitoring. Following the last meeting the topic, and our questions to HQ as minuted, were raised with Jonathan Jeffery and we await a response (see Note 9, below).

3. Membership, David Miller

3.1.1. The current membership numbers are as shown in the table below.

Date	BCS		Total BCS	IT LEADERS FORUM BCS membership							ITLF Non BCS	ITLF TOTAL	LINKEDIN Grp Total	
	Total FBCS	Total MBCS		M	F	U	Fellow	Profess'l	Other BCS	Overseas				
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
23/06/2022	2865	25741	47920	1575	114	399	1140	937	11	213	2088	0	2088	1683

3.1.2. Since the last meeting there have been four new membership requests and four have been accepted. There have been nine requests for membership of the IT Leaders Forum LinkedIn Group and, so far, one has been accepted and 8 are pending awaiting CVs and processing.

3.1.3. At the last meeting we considered whether it might be appropriate to set membership targets. Some quick facts to help the thinking here.

About 40% of BCS Fellows are members of the ITLF and Fellows comprise 55% of the ITLF membership. The ITLF membership represents only 4% of the total BCS membership. It’s interesting that whilst our overseas members represent only 0.4% of the total BCS membership they represent 10% of ours.

It was agreed that if we are to set a target, we should be looking at the % of BCS Fellows who are members of the ITLF, i.e. the 40%, because it is probably the only one we can meaningfully influence. If we set a target of 50% of the BCS Fellowship, maybe it would be applied in increments over a year or two. Another suggestion was that we should maybe target the whole of the Fellowship. In this latter case an option would be for every Fellow to automatically be awarded membership of the ITLF but may opt out. Others (non-Fellows), may also apply provided they met our leadership criteria as now.

One committee member urged caution in that the group may not be considered as a senior group of leaders if membership was automatically bestowed upon all Fellows and it may limit the perceived value of ITLF membership. This prompted a discussion as

to whether members of the IT Leaders Forum were leaders of people, technology, either, or both.

It was recognised that these changes were also linked to the consideration that needs to be given to the changes in the membership criteria for Fellow and ITLF and that any radical new thinking ought to be discussed with BCS HQ.

ACTION: It was proposed that DM establish a small task force to consider what was discussed and to recommend to the committee the best way forward. The task force volunteers are David (Chair), Jonathan, Jon, Jacqui, and Algirdas. DM to draft the TOR.

4. Budgets, Paul Chang

Paul reported no change to the accounts from April to May. The group still has over £1000 in this year's budget for the remaining two months. We won't hear about the final approved budget for next year until some time in August.

5. Regional Policy, David Miller

It was noted that whilst the previous arrangements had been a useful way of trying to reach out to members beyond London, this had not always been achieved. Whilst those in the south were seen to be effective whilst they had active sponsors, there were concerns that in the north very few of the attendees at events were our members and so there was a risk, under those arrangements, that our brand was being used as part of the sponsor's business model. The committee expressed the view that virtual and hybrid events, maybe in conjunction with some form of branch liaison, would be more effective.

ACTION: DM to communicate this decision to Chris Cahill and 4IT Recruitment thanking them for their support and work over the last few years.

6. Events Programme, Jonathan Leeson

The July Mass Migration event cannot now take place as planned due to Matt's work commitments and so Jonathan is looking for a new speaker.

Upcoming events are currently as follows:

- 6.1. July 2022: Cloud Migration, tba.
- 6.2. September 2022: Digital Divide, Shakeeb Niazi.
- 6.3. November 2022: Software Risk and Resilience, Gill Ringland.

ACTION: Jonathan to update the events program on Basecamp.

7. Working Groups Progress Reports

- 7.1. Jill Ringland – Software Risk and Resilience. Gill and Ed Steinmueller had identified that the cost of software failure in the UK was greater than the cost of crime or the cost of road traffic accidents and yet there is no regulatory body responsible for monitoring it or controlling it. The focus of the group is to garner support from the BCS to lobby government to address this omission. **ACTION: Gill to arrange a meeting to update Bill Mitchell.**
- 7.2. Shakeeb with Stephen Castell – Leaderpreneurs. **ACTION: Shakeeb to post the proposed terms of reference for the working group to Basecamp.**
- 7.3. Matt - Early Careers and Mentoring Working Group. Due to work commitments Matt was not present to update the committee. **ACTION: Matt to provide an update when he is able.**

- 7.4. Jonathan - The future CEO/CIO. There is a possibility of this becoming an opportunity to collaborate with CIONET which is also interested in this topic. **ACTION: Jonathan to arrange a meeting with CIONET.**
 - 7.5. Jon Hall - BCS accreditation of leadership teaching modules for university courses. This was raised with Jonathan Jeffery who was somewhat guarded in his enthusiasm perhaps because he was about to take maternity leave. In the meantime, Jon will proceed in defining the need for this. **ACTION: DM to contact Mandy to establish who we should approach to progress this in Jonathan Jeffery's absence. ACTION: DM to meet with Jonathan Jeffery on his return to discuss more generally the positive aspects of how HQ can benefit from the ITLF engaging more effectively with its members.**
 - 7.6. Other suggestions for topics for working groups or events are important and drive our agenda. Jonathan requested ideas for events at the last meeting. **ACTION: DM to trial the use of survey software to gather ideas for working group and event topics. See also Note 8.9, below.**
 - 7.7. **ACTION: DM to provide some content on the above working groups for the ITLF web site.**
8. Comms Review of progress and further actions, David Miller
- 8.1. Haiyan was asked for visualisations of her templates for social media and email that she presented to the last meeting. **ACTION: DM to contact Haiyan to see how best to proceed with this and how soon something can be available to the committee so that a decision can be made.**
 - 8.2. The WhatsApp Group has been rebranded and everyone added. **ACTION: Branding eventually to be brought in line with decisions taken after Note 8.1 above.**
 - 8.3. Basecamp is the active group repository for committee documents and the sand box for discussions. Files previously stored on Dropbox have now been transferred to Basecamp (thanks go to Phil for doing this) so Basecamp is now a complete record of committee documents.
 - 8.4. A 'Documents for Approval' folder in the 'For Discussion' section of 'Docs and Files' has been created on Basecamp. It currently contains three documents for the approval by committee members:
 - 8.4.1. 2022-06-06 Draft TOR and rules of engagement for working groups.docx,
 - 8.4.2. 2022-06-22 ITLF process for white paper submission.docx.
 - 8.5. In the 'For Working Groups Folder' of 'Docs & Files' are the following:
 - 8.5.1. BCS Leaders Forum Early Careers and Mentoring TOR v0.1 draft.docx
 - 8.5.2. BCS Leaders Forum Leaderpreneurs TOR v0.3 draft.docx (from the action in Note 7.2 above).
 - 8.6. There is another new document, "YouTube", in the Basecamp folder "For Events" which sets out the process options for placing event recordings onto the BCS Member Groups YouTube channel.
 - 8.7. We have agreed a manner in which articles in ITNow, opinion pieces, or other places can be identified as having been written by a member of the ITLF. The wording has been approved across HQ departments so hopefully it will be applied consistently. You will find this in the process for white paper submission (see Note 8.4.2 above) in the Basecamp documents. **ACTION: That authors of articles, white papers, etc., add the recommended words themselves in any document we pass for publishing as a reminder to the people at HQ.**
 - 8.8. At the moment it is not possible to know who has seen documents placed on Basecamp for approval. **ACTION: DM to set up a spreadsheet system for each folder so that committee members, having read a document, can initial the appropriate entry on the spreadsheet.**

Members should then, if necessary, add their comments below the relevant document in the space provided.

8.9. Surveys. Survey software was used to assess committee members' opinions on whether to cancel the London office element of today's meeting but only had 6 responses. Despite this committee members agreed that we should use it more often.

9. Inclusion Monitoring – Norman King

Following the last meeting the ideas put forward by Norman were put to Jonathan Jeffery. It was suggested that because of the sensitivities of the questions to be asked we thought that this should be a BCS wide initiative, i.e. not something that this group should be leading. Jonathan was pressed for an answer in preparation for this meeting but no answer was forthcoming - perhaps because Jonathan was about to start maternity leave. **ACTION: Norman recommended no immediate action be taken but rather to await Jonathan's return.**

10. Committee White Paper Coordinator

John McCarthy has asked that he can relinquish the role of White Paper Coordinator. At the meeting Jon Hall volunteered to undertake this activity and to produce a style guide for potential writers. He asked that experienced published writers on the committee or within the membership help him as reviewers/mentors/co-authors of submissions as described within the Basecamp document which sets out the process. **ACTION: Jon Hall to consult Brian Runciman to ensure our style guide is consistent with any existing BCS document.**