BCIEoE – Management Committee Meeting 16/10/2020

09:00 – 11:00 GMT, By Zoom Teleconference

Attendees:

Mark Suttle, Chair

Richard Verrinder, Vice Chair

 Brian Kinch, Secretary

 Adrian Jolly, Member (Left call 10:00)

 Jim Barrow, Member

 Matthew Neall, Member

 Tim Cracknell, Member (Left call at 10:00)

 Lauren Kinch, Administrator

Apologies:

 Chris Aldred, Member

 David West, Ex-officio

MS welcomed everyone to the meeting and made apologies for those who were unable to attend. Due to time restrictions, MS asked to spend the majority of the meeting reflecting on the session from 18/09/20 with David Thorp and Rachael Elliott.

**Action 01/161020 - BK to speak to CA about whether he is happy to remain as a member as he has been unable to attend several recent meetings and BK is aware that his work circumstances have changed.**

Formal approval of meeting Minutes from 4th September and 18th September:

The Committee had previously approved the minutes from 4th September for publication, and reviewed and approved the minutes from 18th September without changes.

Update on actions from 4th September:

Meeting 28th February:

1. Complete. MS had raised the various issues with David Thorp.
2. Closed. See later action in this meeting regarding social media.

Meeting 19th June:

1. **Carried Forward – AJ is to determine whether Kate Needham-Bennett or another representative from the Women in Resilience (WIR) group would like to join the Committee.**
2. Closed. MS advises there has been no further update regarding the Chapter leaders conference. He will let the Committee know if anything changes but owing to the proximity to this year’s BCI World, it is possible that the conference will not go ahead this year.
3. Closed. Owing to the continuing COVID-19 restrictions any evaluation about future events/engagement for the Chapter are largely constrained to remote events. This can be revisited through the regular “future events” item on each meeting agenda.

Meeting 4th September:

1. Closed. BK completed the changes to the minutes of 19th June. LK had forwarded the minutes from the 22nd May, 19th June, 4th September to DW.

**Action 02/161020 – LK to chase DW’s publication of the above minutes as the last update on the Chapter web page relates to February 2020.**

1. Complete. LK had provided MS with a summary of the items to raise with David Thorp.
2. Complete. MS has circulated the JPEG of the new Chapter logo.
3. Complete. BK had organised the logistics for the 18th September meeting.
4. Closed. Dr Rubens has confirmed he would be happy to present at a future event on the ISRM and the socio- and geo-political, health, business and societal impacts of COVID-19, but the Chapter event in this regard may well be deferred until 2021.
5. Closed. Arrangements have been made but are subject to change/cancellation owing to the developing situation with COVID-19.

**Action 03/161020 – BK to follow up to confirm the Committee Christmas arrangements.**

MS reflected on the prior discussion about the BCI’s financial results and the Committee debated the relative financial health of the organisation despite recent adversity. The Committee have some concerns regarding the source of funding majoring on membership fees and the BCI World tariffs in an environment where both sources may come under threat because of COVID-19. MS indicated that David Thorp had confirmed that membership levels are being sustained and that other additional has arisen from training and education. JB expressed concerns however that the new financial position owing to training may be fortuitous rather than a trend and the Committee agreed and wondered if there were any active provision for reserves.

**Action 04/161020 - MS to explore more details regarding the financial results, including levels of membership payment, what the payments go towards and whether there is a “war chest”**

Output from David Thorp and Rachael Elliott session:

**Action 05/161020 – LK to put paragraph numbers on the minutes from 18th September to aid cross referencing.**

Paragraph 1 - **Action 06/161020 - MS to obtain an update from DT/DW on receiving minutes from senior meetings.**

Paragraph 2 – MS and RV clarified that they understood subscription would be an addition to membership model. MS believed this reflected a desire from the BCI to have more value collateral behind a paywall. (An arrangement whereby access is restricted to users who have paid to subscribe to the site.)

**Action 07/161020 – LK to make an amendment to paragraph 2 of the minutes to reflect this.**

Paragraph 3 - The Committee expressed concerns at the number of occasions that membership value gets brought up and, whilst the response is invariably positive around the BCI Central Office looking into value changes, there seems to be little definitive progress and many current or prospective members see that they can access many of the same benefits without a tariff being paid. The Committee would dearly like to see a documented strategy on enhancing membership value and a more thorough promotion of benefits at membership renewal time particularly for long standing members.

**Action 08/161020 – MS to discuss membership benefits and paywall options with DT.**

Paragraph 4 – MS believed that it would be beneficial to have BCI senior members attend our meetings/events to present on relevant topics or answer topical questions. BK agreed and indicated that although DW is an ex-officio member of the Committee, and therefore invited as a courtesy to every meeting, he generally does not attend as he may consider there is little requirement for his presence unless there are dedicated topics for him. JB and MS agree that senior members may be more willing to attend the meetings if they are given a purpose for their engagement e.g. providing them with a specific topic for discussion. BK suggested that the senior members could and should be able to suggest their own topical matters for discussion too.

**Action 09/161020 – MS would like the Committee to make suggestions as to who from the BCI board or similar should be invited, when, and on what topics.**

Paragraph 5 – MS expressed the need to ensure that DT’s understanding and DW’s or Central Office’s fulfilment are fully aligned. MS suggested that there will need to be continued dialogue with DT and DW to achieve the optimum outcome. BK suggested the Committee should take a statistical approach by looking at current Chapter cohort over time compared with the numbers and locations of those who are receiving positive publication of events.

**Action 10/161020 – LK to invite DW to specifically speak to a future Chapter Management Committee meeting about the BCI’s latest committee strategy.**

Owing to TC’s other commitments and the fact he needed to leave the call at 10am he was asked for his overall views on the DT/RE session. In summary, TC stated that he thought it had been a very effective meeting, and he can appreciate some of the concerns expressed about funding in that the BCI World Conference and other income generating events such as training had had to be supressed or changed.

TC left call at 10:00.

Following this summary, AJ indicated he had found the information presented by RE in particular to be very interesting, but despite the latest presentations by DT and RE, he still has some concerns about the efficacy of the BCI’s direction and the relative value for money.

Paragraph 6 - MS commented that DT’s annual involvement with the Management Committee or the Chapter continued to be of real benefit in keeping us in contact with the BCI’s leadership. However, he is concerned that despite the face-to-face engagements with DT in the past at Cambridge and Chelmsford, and this virtual discussion, a lot of focus and concern continues to circulate around subscription and membership value in particular, and there needs to be material change in order to allow the Chapter to grow effectively.

MS asked the Committee for their ideas in terms of how this subscription/membership challenge and the growth of Chapter involvement is addressed. RV reiterated that value and interest are generated through positive and timely communications to the widest possible audience, and he feels that if Central Office could email succinctly to both Membership and prospect cohorts then, if people find it interesting and convenient, people will attend and or engage. Without details of who receives promotions and who doesn’t, it is very difficult to draw conclusions.

Paragraph 7 –

**Action 11/161020 – AJ to create a brief overview of social media – what content we should have and who would keep it updated etc.**

Paragraph 8 - JB considers the Committee should be socialising the difficulties expressed by the Chapter with broader number of board members. RV agreed and went on to suggest that some of the money currently spent on research is not capitalised on because there is not a capability today for a “you said, we did” feedback process based upon the research summary aimed at the broadest possible audience. The social media presence proposed may go some way to address this.

**Action 12/161020 – MS to pursue arranging a meeting with a number of board members and also direct further engagement with DW.**

With regard to the board, the Committee indicated it was difficult to know who to vote for based purely upon the synopsis offered for each candidate when it comes to elections because these are not necessarily based upon tangible measures of past success. MS agreed and indicated it is difficult even to gain an appreciation of effectiveness for current or past board members without an objective assessment of progress.

Paragraphs 9&10 - MS reflected on the fact that the BCI still lacks a public relations face to allow the organisation to be more visible. BK agreed and referenced the comments from DT about the BCI needing policies to be written and agreed to make things work to have a good presence in the media, albeit this is something that BK had expected to be in place as a result of paying membership.

*Comments on RE presentation:*

MS considered it was an excellent presentation and was pleased to have been able to share the recording. MS felt that having more presentations like that would be valuable.

**Action 13/161020 – MS to ask DW to add the presentation to our website page.**

BK commented that RE’s presentation was very informative but could have been further improved upon by having an ‘and therefore’ section referencing how the BCI are going to make changes, this is how we are going to move forward. RV agreed and thought it unfortunate that there was not time for questions to be posed to RE at the end as the meeting had overrun. BK concurred and wondered whether this is the sort of topic that would work very well in a breakfast briefing, logistics and COVID permitting.

Future Committee meeting and Chapter event plans:

The Committee discussed the continuing difficulties of sourcing a viable Chapter event in light of the continuing COVID situation. Although a potential socially linked event had been discussed for November, and Dr David Rubens had agreed to be a keynote speaker at such an event, the proximity of the November meeting and the distractions still being caused by Coronavirus meant that this was considered too ambitious, and therefore will be deferred until early 2021. The Committee thought it a good idea if the RE presentation could be reprised for an entire Chapter event and combined with other suitable topics such as the Dr Rubens one.

**Action 14/161020 – All to decide who they would like to attend a meeting/event to discuss a topic. DW should be one of those to join us.**

**Action 15/161020 – BK to liaise with RE and Dr David Rubens regarding future events arrangements.**

Any other business:

Being no further business, MS thanked the Committee for their attendance and drew the meeting to a close.

Next Committee meeting Friday 27th November.

Call ended 10:42.