BCIEoE Management Committee Meeting 01/10/2021

09:30 – 11:00 GMT, By Zoom Teleconference

Attendees:

 Brian Kinch, Secretary

 Richard Verrinder, Vice Chair

 Adrian Jolly, Member Key:

 Matthew Neall, Member **Current Actions**

 Tim Cracknell, Member (from 10:16) **Late Actions**

 Jim Barrow, Member (from 10:54)  **Carried Forward Actions**

Apologies:

Mark Suttle, Chair

Lauren Kinch, Administrator

 Chris Aldred, Member

 Peter Horsted, Prospective Member

 David West, Ex-officio

Welcome:

BK welcomed everyone and took the chair as MS was not available. RV volunteered to take minutes as LK was not available.

Formal Approval of meeting Minutes from 9th July 2021:

The Committee have reviewed and approved the minutes from 9th July 2021 for publication without any amendments.

Update on actions from 9th July 2021:

*9th July 2021:*

1. **Carried forward. BK has attempted to contact CA but without success. He will continue to chase but suggests we may need to reconsider CA’s ongoing membership.**
2. Complete. LK has sent over BCI materials to MS for publication.
3. Complete. MS had arranged to change the webinar platform to allow registration.
4. Closed. “PH to produce a post-event survey, including a “what else do you want to hear?” for the July Chapter event.”

At the July event, MS asked for comments as to the membership wishes but little was offered except for thanks for putting on the event. It has been suggested we seek feedback at future events.

1. Complete. MS had amended the running order for the event.
2. Complete. MS and AJ had sent all slides to BK for distribution by 21st July so that we had contingency for presenting as necessary.
3. Complete. MN has create a LinkedIn page for BCIEoE.
4. **Carried forward. “BK to follow up with David Rubens regarding timing and logistics and no overt sales.” for the Autumn Chapter event.**
5. Complete. LK had included the October Chapter event as the leading topic on the agenda for the next meeting.
6. Complete. BK had rescheduled the next BCI meeting for 27th August (since superseded).

*18th June 2021:*

1. Closed. “MS to contact Central Office for guidance on how to optimally run a virtual and physical event in tandem.” It was agreed that this guidance should be forthcoming on booking a joint event from BCI Events team
2. Closed. “MS to discuss if BCI Central Office would be able to send a post-event survey to the attendees.”Reference action 04/090721, above.
3. Closed. Mark Browne is willing to speak at the October event, and RV will follow up nearer the time as Mark’s Manager has changed and he may need to seek reapproval. See later comment on 15th October event.

*16th April 2021*

1. Carried forward. “**MN to provide a social media moderation tracker to include in the meeting template.” Update:** MN commented that he was uncertain what was required to complete this action. Agreed that we should moderate any comments made before publication but as yet no-one had followed the LinkedIn group.

**Action 01/011021 – MN to resend join request to BCIEoE LinkedIn Group.**

Matters Arising:

No further matters arising were noted.

Review of 23rd July event – Lessons Learned from 2020:

AJ reported that the event had been well received but that only 10-15 had attended as far as he knew. The Fortress presentation was considered a bit ‘salesy’.

BK questioned whether the platform change worked, and AJ confirmed that the change had not caused any problems for the attendees.

MN reported that only a handful stayed online at the end of the event but that there was no real spark of debate.

BK offered thanks to MS & AJ for arranging and to the presenters.

15th October event:

BK asked whether there were any offers of a venue for the October event. BK indicated he has all the promo material ready to go but needed to finalise the details. As none had been found and time was short to publicise the event it was agreed that the October event should be delayed until November.

RV reported that Mark Browne had not been able to get confirmation from his management of his involvement, so this element had to be removed from the event plan. BK also reported that he had not any updates from Justin Cuckow so this is to be deferred too.

BK has asked Ken Clark at ARM (Cambridge) for the use of his venue and is awaiting a reply. BK is also trying Regus for a venue as it is the BCI recommendation.

**Action 02/011021 - AJ to ask Fortress if they could host the BCI November Autumn Chapter event.**

It was suggested that Rina Singh should be invited to speak on Women in Resilience alongside David Rubens exercise/simulation at the November event. AJ has been in contact, and she has agreed to present.

Future events:

For the March 2022 event, it has been suggested that we look at the ‘people options’ focussing on the impact of Brexit, an ageing workforce and retirements, lower birth-rate and the importance of succession planning in general.

**Action 03/011021 - RV is to find out if we could do the Felixstowe Port for the June 2022 event.**

For the October 2022 event, the Committee suggested focussing on Cyber issues.

The Committee felt that the above three Chapter suggestions are very good potential topic placeholders and felt that these issues can be fleshed out at the December Management Committee as we had time.

BCI World Virtual 2021:

BK asked if anyone was planning on attending the BCI World Virtual but there was little interest from the Committee members due to this being a paid event. It was noted that the BCI are still offering a 30% reduction, so the Committee questioned if the take up is not very good this year.

South and London Forum: shared plans:

The Committee is not aware of anything being planned in the near future.

Any Other Business:

BK informed the committee of the ‘Security Serious’ public promotion campaign about being safer online which is running from 11th October.

RV questioned whether the Committee had seen the BCI’s new Code of Conduct**.** As several members had seemingly not received the relevant BCI Central Office email, TC forwarded to the Committee during the meeting. BK agreed to add this topic to a future agenda for discussion on its content once committee members had a chance to review the content.

**Action 04/ 011021 – BK/LK to add discussion on Revised Code of Conduct to a future agenda.**

RV -noted that the members were being asked to assist with the updates for the GPG2023.

BK questioned if there had been mention of the Chapter Leaders’ Event this year. The Committee have not heard anything.

**Action 05/ 011021 – MS to asked to confirm with BCI Central Office if a Chapter Leaders’ event was being considered for 2021.**

Close:

BK thanked those who attended the call and wished everyone a great weekend.

Meeting closed at 11:00.