BCI East of England (BCIEoE) Chapter - Management Committee Meeting at Park Inn Hotel 11/03/2022

09:00 – 13:00 GMT

Attendees:

Richard Verrinder, Acting Chairman Key:

Brian Kinch, Secretary **Current Actions**

Lauren Kinch, Administrator **Carried Forward Actions**

Adrian Jolly, Committee Member **Late Actions**

Jim Barrow, Committee Member

Tim Cracknell, Committee Member

Apologies:

Mark Suttle, Chairman

Matthew Neall, Committee Member

Peter Horsted, Committee Member

Welcome:

RV welcomed everyone to the face-to-face meeting in the Queen Mary Room at the Park Inn Palace Hotel and gave thanks to BK for organising this. RV expressed his appreciation to MS for his hard work in difficult circumstances and indicated it was unfortunate he was unable to join us on this occasion. Apologies were then made for those who could not attend including David West & Chris Aldred who have withdrawn from the BCIEoE Committee.

Review and formal approval of meeting Minutes from 21st January 2022:

The Committee have reviewed and approved the minutes from 21st January 2022 for publication subject to amendments to a spelling mistake on page 2, paragraph 2.

**Action 01/110322 – LK to make amendments to minutes from 21/01/22, and to then have these published.**

Update on actions from prior meeting Minutes:

* Action 03/011021 – Closed. RV had confirmed that Felixstowe Port is still officially closed for external meetings owing to the long tail of COVID issues and therefore will not be available to accommodate our June 2022 event.
* Action 04/011021 – Closed. The revised Code of Conduct appears as an agenda item to this meeting.
1. Complete. BK has changed the Terms of Reference.
2. **Carried forward. MS has not received a response from David Thorp regarding when the Head of Communities and Operations may be replaced.**
3. Closed (see new action below). BK has not heard from David Thorp regarding the minutes and other materials to be added to the web-page. RV questioned if other Chapters have had anything published recently but on reflection, it seems as though they are not active. BK expressed his concern that there had been no minutes posted for our Chapter since October 2020, and those that are currently showing on the web-page are now corrupt and cannot be viewed. He also noted that we were still shown as a Forum rather than a Chapter. RV suggested we speak to a board member to resolve these issues. In the meantime, BK suggested adding the minutes to our LinkedIn page to show we are still active, and the Committee agreed.
4. Complete. BK added a discussion on the Review of 2021 to the March Committee meeting agenda.
5. Complete. BK had finalised arrangements for the February Chapter event.
6. Complete. RV has spoken with Mark Browne and he is happy to support and talk about his transport related experiences.

**Action 02/110322 – BK to attempt to redress the web-page corruption and publication issues, if necessary escalating to Christopher Horne.**

**Action 03/110322 – BK to send 21st January minutes to AJ to post on the BCI LinkedIn page.**

**Action 04/110322 – AJ/MN to post the minutes to the BCI LinkedIn page after every session.**

Matters Arising:

JB commented on the whether the struck-out items still needed to be reviewed, but BK mentioned that these had already been updated on the latest agenda.

BK asked whether the Committee were aware of what had apparently been some very public criticism of the Board and BCI Executive on social median channels in recent months that had seemingly gone unchallenged despite the position of the people who had raised the concerns. BK indicated that MS had referenced this in a prior meeting. None of the Committee had seen this directly, though.

JB wondered if the Committee should invite a board member to a Committee meeting to discuss all the issues. BK concurred and recalled that a similar proposal had been made previously, potentially by MS, and he suggested revisiting this.

**Action 05/110322 –** **BK to check with MS about the precise origin and nature of the public BCI criticism and to establish who and when should be invited from a BCI Board perspective to a future Committee meeting.**

Terms of Reference:

BK had previously sent the redlined ToR to the Committee showing the changes made including removing redundant bullet points and including changes to make future meetings quorate so long as four Committee members were present, one being an officer. RV questioned if there needed to be other points added but the Committee were happy with the proposed changes as they stood.

BK mentioned how the last 2 bullet points regarding what BCI Central Office provide are largely inaccurate/ineffective as they donot reflect what BCI Central do, and therefore the Committee agreed that BK should include this in the email to Chris Horne (see action 02/110322, above) asking as to whether they should be changed.

Revised Code of Conduct:

BK reminded the Committee about the revised Code of Conduct that had been sent out last year, but which most of the Committee had not known about. TC mentioned, according to his e-mail records, the Code of Conduct had been issued on 30th September 2021 and BCI Central were looking for very rapid feedback regarding the changes, but as the Chapter generally was unaware until after the deadline, the Committee were not able to proactively comment. BK questioned whether the Committee wanted to make any representation regarding the Code, not least in that some of it appeared to introduce requirements on practitioners that were potentially impossible or unsafe to support. Whilst the Committee acknowledged BK’s concerns they felt it now too late to make representation, and JB indicated that – to his knowledge – some form of Code had actually been in existence for many years, but was largely not referred to or was redundant in practice. On balance the Committee decided not to take further action.

(Break at 11:00)

Review of 2021:

RV gave each Committee member the opportunity to speak on the year as a whole. RV started off by explaining how much had changed and the learning points we had gleaned regarding the lack of direct interaction, less communication, etc, and he expressed how he was looking forward to starting this year afresh with less restrictions. AJ agreed and mentioned how Covid-19 had made it doubly difficult for the Committee to make effective arrangements for events, and how the LinkedIn page has been useful to reach out to show we are still active. JB added how difficult it has been to make what, for some, were huge adjustments to working and personal life. BK explained how without face-to-face interaction, many people are struggling with mental health and this relates to all different age groups too. AJ has noticed the attitude has changed towards work, and how home life is worth much more than it used to be.

LK mentioned how mental health has had a massive affect on the younger generation as they do not possess the same skills as the older generations when it comes to having conversations or interacting well with others. LK noted that her generation are far more used to using phones, social media platforms, Facetime etc to communicate.

The Committee reflected on why, at a time when our profession whould be coming to the fore, there is still not as much interest as one might expect in working in the resilience, or continuity environment? AJ summarised that, in his view, resilience or continuity has never really been a career choice; more often that not people fall into these roles, not necessarily in the past because people were interested.

JB agreed and felt that the profession (and the BCI generally) should somehow be made more lively, exciting, accessible, etc. RV concurred and expressed that, in his view, something fresh needs to come through. BK did not disagree but felt that maybe the Committee was not sufficiently empowered to allow it to change the views at hearts and minds level.

Review of BCI Event Feb 2022:

BK explained that, whilst the last Chapter event (and the first held face-to-face since the pandemic) had largely been viewed positively, there were various disappointments around the organisation, including a last-minute change of venue and the risk of having to defer the event again. There was also, he felt, a lack of support shown from the BCI Central Office in the Chapter’s moment of need. BK also mentioned his disappointment in how the requirements were sent to the BCI Events to be distributed and they failed to pick this up on a timely basis which delayed the promotion.

BK then centred on the positives that came from the event. Prior to the event, there were 40 registrations and 22 people showed up on the day including the speakers. BK expressed how well the speakers had done, and that the speakers and the Committee in attendance had received very high interaction and some excellent feedback on the day. There was also great feedback that had gone onto LinkedIn later, after the event too.

AJ mentioned speaking with an attendee who expressed her interest in joining the Committee. AJ had arranged a call for further discussions.

TC mentioned how Bethany, a work colleague of his from Women in Resilience (WiR), was promoting the event and happy to help out regardless that they had their own event the following week.

The Committee then had following discussions around WiR and diversity and inclusivity, and the positive mix of ages and genders and ethnicity this time around, and BK suggested the need to ensure that, in future, the WiR are not simply expected to attend to present on the WiR or diversity topics, but that any minority should be encouraged to present on whatever generalist or specialist resilience or continuity topic they wanted.

**Action 06/110322 – LK to send the event photos to BCI Committee.**

**Action 07/110322 –** **AJ to report back at the next meeting on the potential new Committee member.**

Summer Chapter Event Planning:

BK mentioned the intention for the Summer Chapter event, previously targeted for Felixstowe in June, was to focus on supply chains and the challenges they faced during Covid-19; plus looking to add Mark Browne to the presenting list. TC suggested he spoke with his contacts at ABP, a food processing company he will be working with this year, to see if there is interest to present at our event.

In light of the unavailability of Felixstowe for the planned Summer Chapter event, the Committee discussed other potential port options such as Ipswich, Tilbury or Harwich. It was universally felt that, as long as we still had adequate lead time, and security and logistic issues did not prove insurmountable, an event based at a port would be an excellent venue choice.

**Action 08/110322 –** **TC to establish viability of using Ipswich port.**

**Action 09/110322 – ALL to look for contacts in their networks for other ports, especially Tilbury.**

**Action 10/110322 – LK to speak to Tom Rashbrook regarding contacts at Tilbury port.**

BK asked if the Committee had any preferences for the Autumn Chapter event in September. BK mentioned this originally was to be an event exploring cyber security or people issues. AJ suggested incorporating the Ukrainian invasion to keep the event topical and relevant. The Committee agreed.

BK explained how working from home could be any interesting and engaging topic as it relates to all companies through the pandemic. We could look at the cyber and physical security environment that companies may or may not have had in place for confidential information, as well as policies and procedures and whether this could have led to huge insurance exposure or data protection claims, etc. BK expressed how this topic would open up a conversation for all the attendees regardless of their job title as it would be relevant to everyone. The Committee concurred with this and felt it aligned nicely with the general thrust of the Autumn Chapter event.

**Action 11/110322 – LK/BK to ensure the Summer and Autumn Chapter event planning arrangements are the priority agenda items for the next Committee meeting.**

Future Committee Meetings:

All future meetings have placeholders in the calendar and the April meeting has been moved from 15th to 14th to avoid Good Friday.

South and London Chapters:

The Committee recorded that there had been no communications from the South and London Chapters.

Any Other Business:

JB questioned if there are plans to appoint a new Chapter chair in light of MS’ request for this to be considered and the pressures he is finding from work currently. RV explained how MS is happy to stay on the Committee but is unable to commit the time to be Chair and has made the decision to step down.

BK expressed the view that any Chair should really be a current practitioner and the Committee concurred.

BK explained however, due to a new business venture in an allied Institute, currently under formation, both he and AJ would not be in a position to take the Chair as it may eventually, later in 2022, be seen as a conflict of interest. BK questioned if, in the absence of a current practitioner as Chair, the Committee should approach BCI Central office to understand if they would still like us to continue with the Chapter, especially in light of recent lack of support from them, and the questions that have regularly been raised about the perceived lack of value in the membership.

JB suggested waiting for any new Committee members to join (see action 07/110322, above) to see if they may be eager to take the role as Chair as a current practitioner and, in the meantime, proposed carrying on with MS as the figure head provided he is in agreement.

The Committee agreed there needs to be further discussions around this to see who would be interested or who would be appropriate.

**Action 12/110322 – LK/BK to ensure the Chapter Chair arrangement is a priority agenda items for the next Committee meeting.**

Close:

Being no further business, RV drew the meeting to close and thanked all attendees and looked forward to Lunch. The meeting officially closed at 13:15.