

**Minutes of the BCS L&D SG Committee Meeting
Held on Monday 25th February 2019
GoToMeeting @19:00**

Agenda

- 1) Welcome and apologies (Kevin)
- 2) Minutes of previous meeting (ALL)
- 3) Matters Arising
- 4) Finance Update (Mark)
- 5) Events Schedule
- 6) Conference framework
- 7) Membership report (Gary)
- 8) Inclusion and Diversity (Ismini)
- 9) Any other business
 - a. Specialist Group Nominations
- 10) Date of next meeting (18th March 2019)

Minutes

1. Attendees

	Action by
Present: Kevin Streater, Gary Thornton, Michelle Kaye, Ken Gaines, Mark Palmer	
Apologies received: from: Ismin Vasileiou, Dawn Hewitson	

2. Minutes of previous meeting:

	Action by
The minutes of the previous meeting were approved	

3. Matters arising:

	Action by
See Events and Conference sections	

4. Finance update

	Action by
We have been allocated £3,000 for next year.	None

5. Events schedule

		Action by
Feb	LPI Capability Map webinar will take place on 26/2/19.	All
Mar	Introduction to Apprenticeships. KS to send link to the templates	KS
Apr	The launch date for the joint book with CEdMA, "Technical Training Management", will take place on Monday, 8 April 2019 from 16:00 to 18:00 (BST) at the London Marriott Hotel, Canary Wharf. The book is a joint development between CEdMA, L&D SG and BCS Publishing.	All
Apr	The CEdMA conference will take place on 9 & 10/4/19 at the same location as the book launch. L&D SG committee members will participate as usual.	All
May	Dawn Hewitson - TBA	
Jun	Karen Howard - TBA	

6. Conference Framework

	Action by
The conference date is 2/10/19. Rooms with virtual capability booked at Southampton street for 100 people.	
Malcolm Harbour can not make it as a guest speaker but offered to assist in finding a replacement.	
We have received an email from Chris Jones asking for more detail of what we want him to present.	KS
We discussed Lord Lucas, Chris Jones and Matthew Poyagi. Ken to firm up the first 2 speakers.	KG
The Conference agenda is now firmed up and will be launched as soon as the keynote speakers are confirmed.	SM, KS, KG

7. Membership report

	Action by
L&D SG currently has 1563 members, of which 1430 are BCS members.	Complete

8. Equality, Inclusion & Diversity

	Action by
The committee believe that we are demonstrating good practice in this area. L&D SG is international and has members from different countries and ethnic	All

groups. We ensure, as far as possible, that dietary requirements are met at meetings. We ensure disabled access to meetings.	
--	--

9. Any other business

	Action by

10. DT&P of next meeting

	Action by
Date 18 th March 2019 at 7pm	GT