

**Minutes of the Socitm National Advisory Council Inaugural Meeting
held 23 September 2008 at Pentagon Training, Russell Square, London.**

1	Apologies	Action
	Apologies for absence were received from Alan Kirkwood, Andy Roberts, Chris Guest, David Crowe, Paul Hackett, Ray Ware ,Ray Whitehouse and Steve Palmer	
2	Welcome and Introductions Richard Steel (President) welcomed members to the first NAC.	
3	Election of Chair John Serle elected chair	
4	<p>New Socitm Organisation</p> <p>Richard Steel gave a report on behalf of the Board</p> <p><u>Financial Position</u></p> <p>After 4 years of losses a modest surplus is now forecast for 2008. This was being achieved by a combination of spending cuts and action to increase certainty of returns from commercial operations.</p> <p><u>Membership Proposals</u></p> <p>A new membership structure is proposed to facilitate the society's desire to represent all IT professionals. The proposition will be voted on by the members at an EGM to be held during the Annual Conference. Corporate membership covering all IT staff in an organisation is also under active consideration.</p> <p><u>Structure</u></p> <p>The main board is responsible for the overall management of the society. Two sub boards have been created. The Membership Benefits Board will define member's needs. The Service Delivery Board will oversee the development and delivery of commercial activity. The <u>National Advisory Council</u> will provide advice, comment and scrutiny on Board activity.</p> <p>It was agreed that the Board should nominate a Director to be responsible for communication with the members.</p> <p>The Board should give further consideration to the amount of time available from Directors to discharge their responsibilities.</p>	<p>RS</p> <p>RS</p>
5	<p>Socitm Futures</p> <p>The meeting was advised that a futures group had been set up (first meeting 18 September) to advise on</p> <ul style="list-style-type: none"> • Socitm's stance on issues • Socitm's Internal Policy • Central government issues relating to local government <p>Glyn Evans had been appointed chair</p> <p>It was agreed that further consideration needed to be given to the relationship between the futures group and the NAC</p>	<p>JS</p>

<p>6</p>	<p>Commercial activity</p> <p>Socitm Insight</p> <p>Martin Greenwood presented an overview of the Insight research activity</p> <p>The projected revenue for 2008 was £1.08m of which just over half was realised from subscriptions. Subscriber numbers were now in decline after many years of growth.</p> <p>Above inflation increases in subscriptions were proposed to reflect the additional services now incorporated in Insight and to compensate for losses created by reorganisation/merging of authorities.</p> <p>New steering group members were required</p> <p>A new strategy needed to be developed for the period 2009 -2011</p> <p>Concern was expressed about the proposal to increase subscriptions above the rate of inflation at a difficult time for customers.</p> <p>Socitm Consulting</p> <p>Doug Maclean presented an overview of the consultancy activity. Trading conditions had been difficult for some time. Socitm consulting had been more successful than many of its competitors and was a well regarded service. A new agreement has been negotiated which would improve the return to the society from consulting activity. The Budgeted return to the society of £330 000 would be delivered in 2008.</p> <p>Events</p> <p>A paper had been circulated to attendees showing a healthy position but there was no discussion of the content.</p>	
<p>7</p>	<p>NAC Terms of Reference</p> <p>The main objectives of NAC were described as Strategy and Value.</p> <p>The areas in which the NAC believed it could add most value were: -</p> <ul style="list-style-type: none"> • Helping to set direction of behalf of membership • Scrutinising performance (commercial and membership) • Recommending where to commission new activity • Advising on the development of professionalism • Devising ways of expanding membership • Helping to define and monitor a code of conduct 	
<p>8</p>	<p>Membership update</p> <p>David Houston presented the current thinking of the Board. The approach to dealing with membership will be evolutionary, providing the opportunity to reflect on changes as they are introduced. Three phases are currently envisaged:</p> <p>Phase 1 to simplify membership categories</p> <ul style="list-style-type: none"> • Senior Members • Members • One member/one vote 	

	<p>Phase 2 – Professionalism agenda to be overseen by membership board</p> <ul style="list-style-type: none"> • Fellow • Senior Accredited Member • Accredited Member • Member • Student <p>The above to be subject to BCS acceptance of Socitm as an accrediting organisation</p> <p>Phase 3 – Widen membership to include</p> <ul style="list-style-type: none"> • ICT people in other parts of public sector and related disciplines • Individual members from private sector and consultancies <p>A vote to support the membership proposals to be presented at the EGM was carried by a majority of 10 to 1.</p> <p>Bernard Gudgin and Henri Reinbolt were nominated to stand as NAC representatives on the Membership Benefits Board.</p> <p>Concern was expressed that the widening of membership could change the ethos of the society. The Board will keep this under review.</p> <p>Disclosure of intention regarding fees was recommended</p>	<p>RS</p> <p>RS</p>
<p>11</p>	<p>Visions, Values & Strategy</p> <p>Richard Steel advised that work had been carried out with PARN but proposals had not yet been developed. NAC presented an opportunity to pick up this issue and develop it – could be on next agenda.</p> <p>It was suggested a discussion thread be started via GovX prior to the next meeting.</p>	<p>RS</p>
<p>12</p>	<p>GovX and e-meetings</p> <p>Adrian Hancock advised that a GovX space was available and requested clarification on who would manage it.</p> <p>John Serle replied that a central resource would be required.</p>	<p>AH</p>
<p>13</p>	<p>Transportation Forum</p> <p>Richard Steel urged the NAC members to identify transport executives within their regions as there would appear not to be a nationwide body. The LGCIO Council had requested a transportation representative on their group. At present only a London regional rep has been identified.</p> <p>The NAC identified that there was already a national forum for PTEX and undertook to obtain contact details</p>	<p>JS</p>
<p>14</p>	<p>Next Meeting</p> <p>It was agreed that 3 annual face to face meetings with any additional meetings via teleconferencing.</p> <p>Date of next meeting: - Wednesday 14th January 2009.</p>	

Appendix A

NAC meeting 23 September 2008 – Attendance list

Name	Organisation
John Serle	Independent Consultant (Chair)
Janet de Rochefort	Kent County Council
Peter Gallon	Northumberland County Council
Bernard Gudgin	Retired
Nick Roberts	Surrey County Council
Henri Reinbolt (sub for Ray Whitehouse)	Greenwich Council
Damian Parkinson	Greater Manchester Fire & Rescue
Caron Alexander	Northern Ireland Civil Service
Ann Middleton	Metropolitan Police
Mike Jackson	East Riding of Yorkshire Council
Richard Steel	Newham Council (Socitm President)
Adrian Hancock	Managing Director Socitm
Neil Harvey	Food Standards Agency
Vic Freir	Somerset County Council
Tonino Cuiffini	Warwickshire County Council
David Houston	Socitm Executive Director (Interim)
Pamela Larsen	Socitm (PA to Managing Director)
Doug Maclean (for presentation only)	Socitm Consulting Limited
Martin Greenwood (for presentation only)	Socitm Insight