

18 September 2022

PAPER CLASSIFICATION: OPEN

Council

COUNCIL BUSINESS FOR THE SESSION

(Paper by the Council Agenda Team. If you have any questions on this paper before the meeting please contact Mr Ian MacGillivray by email ian.macgillivray@ietvolunteer.org)

1. Issue

To agree the meetings of Council and the approach to the business to be covered during the Session 2022/23.

2. Timing

Council meeting, 6 October 2022.

3. For Recommendation

Council is invited to note this report and to approve the proposal to establish a Working Party to coordinate input from Council to the Strategy Input Meeting in June 2023.

4. Balancing Ambition with Resource and Scheduling Constraints

- 4.1. Typically Council tenders advice to the Board of Trustees in the form of a paper with recommendations, following widespread input from its members. Such input can be garnered during meetings as well as in the periods in between. A practical point to note here is that any such stream of Council 'effort' tends to need a group of 3 or 4 Council members to coordinate and drive progress. Given the size of Council, we can therefore assume a capacity for about 5 (maximum 6) streams of such effort over the course of a Session, if we also assume a roughly equal distribution of tasks and responsibilities. This volume of effort seems compatible with a typical meetings schedule.
- 4.2. When deemed appropriate and beneficial, World Café break-out sessions in Council meetings can be utilised to gather input from Council members, as they have regularly in the past. It should be noted though that these typically consume approximately 50% of a 1¾ hour meeting.
- 4.3. Over the course of the Session an evolutionary approach to the selection of topics makes sense. However, the Council Agenda Team has considered the documented terms of reference of Council as well as a small range of topics identified previously by Council members to recommend committing to a small number of activity streams straight away, not least to establish suitable momentum for the Session. An indicative plan of Council activity over the course of the Session is represented visually at Appendix A.

5. Early Commitments

- 5.1. It is proposed that Council commits in its first meeting of the Session to the following:

- 5.1.1. Contributing to the IET's Strategic and Corporate Plans, and tendering advice to the Board of Trustees on the same. Supporting a key component of Council's terms of reference, a Working Party should be formed with the purpose to engage with relevant IET staff and coordinate the most valuable possible input from Council to the Strategy Input Meeting, held jointly with the Board of Trustees in June.
- 5.1.2. Contributing to and supporting one or more of the President's themes for the Session. One agenda item in the opening meeting of the Session will be about hearing from our President about his priority themes and subsequently considering how Council can make the most valuable contribution to one or more of these.
- 5.1.3. Receiving updates at a subsequent Council meeting on a localisation / globalisation theme. This will likely include inputs about related work of the Volunteer Engagement Board, including specifically that of the Communities Resourcing Committee, and also about progress following a paper that Council produced on the topic in 2019 (Minute 6.4 of CO(19)M1 refers); possibly also on the International Strategy.

6. Further Topics

- 6.1. Input from other Council members is encouraged and will be facilitated in order to determine further areas deserving of Council attention. Examples of other topics identified previously by Council members, which remain open for consideration alongside any fresh ideas, include:
 - The IET's value proposition for members (noting our declining membership population).
 - Neurodiversity (which in part may relate to the above).
 - Collaboration with other Professional Engineering Institutions.
 - Supporting entry into engineering from other occupations.
- 6.2. It is worth recalling that Council will also consider other matters referred to it by the Board of Trustees, if any.

7. Council Meetings

- 7.1. Council will hold three meetings during the Session 2022/23, on the same days as meeting of the three Main Boards:
 - Thursday, 6 October 2022 at 15.00 hrs.
 - Thursday, 16 March 2023 at 15.00 hrs.
 - Thursday, 15 June 2023 at 15.00 hrs.
- 7.2. The Council meeting on 15 June 2023 will be followed by a joint Board of Trustees and Council Strategy Input Meeting on 15-16 June 2023.
- 7.3. Additional virtual meetings of Council are proposed as follows:
 - The second half of November 2022, if it is judged that this will help the timely selection of additional topics of attention.
 - The first half of January 2023, filling an otherwise prolonged gap until March 2023.
 - Late July 2023 or early August 2023 – an informal meeting for reflection and feedback on the Session 2022/23.

8. Governance Review

The Board of Trustees has approved that an external Governance Review should take place during 2023. The Oversight Panel will include one member appointed by Council.

9. Information-related Activities for Council

- 9.1. The Bye-laws state the purpose of Council in general terms and mention some specific information-related activities for Council:

Subject	Comment
Receive regular reports from the Board of Trustees including Minutes of the Board meetings, but excluding matters of personal or commercial sensitivity.	The Minutes are published on the IET website at https://www.theiet.org/about/governance/board-of-trustees/board-of-trustees-papers-and-minutes/
Be advised annually of the terms of reference and composition of all Boards and Committees of the IET.	The terms of reference are published on the IET website at https://www.theiet.org/media/4053/tor-boards-committees.pdf
Have access to Minutes of Board meetings, but excluding matters of personal or commercial sensitivity.	The Minutes are made available to Council members who sit on the respective Boards.

10. Annual Reporting Activities for Council

- 10.1. The Council Regulations identify specific annual reporting activities for Council:

Subject	Comment
Review and contribute to the IET's Strategic and Corporate Plans.	This takes place at the joint Board of Trustees and Council Strategy Input Meeting in June.
Review and note the IET's Annual Report and Accounts.	This is published before the Annual General Meeting in May/June each year.
Provide an Annual Report to the IET's Annual General Meeting.	This takes place in May/June each year.

11. Risk

There are no risks associated with this report.

12. Resources

There are no resource issues associated with this report.

	Aug/Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Council meetings		6 ?			?		6			15/16	?		
BoT meetings		6	10/11	12		6	16		8	15/16			4
Stream 1 Strategy / Plans			Working Party		U		Working Party						
Stream 2 President's Priorities			?										
Stream 3					Working Party								
Stream 4 Localisation / globalisation update					Working Party								
Stream 5					Working Party								
Stream 6					Working Party								
Obligatory reports													

- Paper due
- World Cafe
- Funded meeting on date d
- Working Party
- Additional, virtual meeting
- Update
- Board of Trustees meeting

Indicative draft