

3 April 2020

PAPER CLASSIFICATION: OPEN

**Minutes of the Meeting of the
COUNCIL
held on Thursday, 19 March 2020 at 3.00 pm
via telephone conference call**

- Present:
- Dr Peter Ward (Chair)
 - Dr Peter Bonfield (President)
 - Dr Rafael Cepeda Lopez
 - Professor Yue Chen
 - Dr Ozak Esu
 - Mr James Garnham
 - Miss Justina Ho
 - Ms Rachel Hurst
 - Miss Abbie Hutty
 - Mr Bhagvat Joshi
 - Mr Allan McCabe
 - Mr Iain Murdoch
 - Dr C Muthamizhchelvan
 - Dr Paul Needham
 - Professor Ian Phillips
 - Mr Graham Prebble
 - Mr Mike Prewett
 - Mr Jon Ratcliff
 - Colonel Andy Rogers
 - Miss Mamta Singhal
 - Dr David Smith
 - Dr Christopher To
 - Dr Darren Williams
- By invitation:
- Miss Yewande Akinola (Trustee)
 - Dr Colin Arthur (Trustee)
 - Ms Jayne Bryant (Trustee)
 - Professor Danielle George (Trustee)
 - Dr Simon Harrison (Trustee)
 - Dr Andy Harter (Trustee)
 - Miss Sam Hubbard (Trustee)
 - Dr Gopi Katragadda (Trustee)
 - Ms Dawn Ohlson (Trustee)
 - Ms Alyssa Randall (Trustee)
 - Air Marshal Sir Julian Young (Trustee)
- In attendance:
- Mr Ed Almond (Director of Finance and Planning)
 - Mr Richard Best (Director of IT and Digital Services)
 - Ms Kelly Bishop (Strategic Planning Manager)
 - Ms Fiona Dew (Strategic Planning Manager)
 - Mr Simon Edwards (Director of Governance and External Engagement)
 - Mr Nigel Fine (Chief Executive and Secretary)
 - Mr Giles Grant (Director of Knowledge Services and Solutions)
 - Mr Mike Harding (Business Performance and Planning Director)

Mr Oliver Kelly (Research Manager)
Ms Christine Losecaat (Director of IET@150)
Ms Eloisa de la Maza (Governance Executive)
Ms Michelle Richmond (Director of Membership and Professional Development)
Mr Andrew F Wilson (Head of Governance)

1. Apologies for Absence

Apologies for absence were received from Mr Andrew Ball, Miss Faye Banks, Mr David Hogan and Dr Ejay Nsugbe.

2. Conflicts of Interest

There were no conflicts of interest declared.

3. Minutes

The Minutes of the Meeting held on 3 October 2019 (CO(19)M5) were approved and signed as a correct record.

4. Actions Taken or Outstanding

Council noted a report on actions taken or outstanding since its previous meeting (CO(20)5).

5. 150th Anniversary of the IET

Council noted its comments on the IET@150 programme which had been submitted to the Deputy President (CO(20)4).

6. Breakout Session

6.1. Mr Kelly introduced a paper on the results of the most recent Member Survey (CO(20)6).

6.2. Council then discussed on Yammer, in World Café style, the following questions arising from the results of the Survey:

- What actions or solutions can the IET implement to keep members up to date and improve the visibility of IET work?
- What actions or solutions can the IET implement to create a relevant and valuable digital offer for members?
- What actions or solutions can the IET implement to provide services to members from early career through to retirement?

6.3. A large number of comments were made at the meeting and on Yammer. It was agreed to continue the discussion on Yammer for a few days after the meeting ended, to ensure that all relevant points were captured.

6.4. Miss Hutton undertook to draft a report of the discussion. Following agreement by Council, this would be referred to the Board of Trustees.

7. Strategy

7.1. Dr Ward introduced and Council noted a paper on Council's proposals on IET Strategy for submission to the Strategy Input Meeting on 4-5 June 2020 (CO(20)7).

7.2. It was agreed that the outcome from the discussion of the results of the most recent Member Survey should be submitted to the Strategy Input Meeting.

7.3. It was noted that Council Agenda Team had suggested that the Council World Café discussion in June 2020 should be on the subject of the IET connecting to our world, and consider three of the five IET Societal Challenges:

- What must the IET do to promote a Sustainable Planet, taking into account Healthy Living and Smart Manufacturing?
- What must the IET do to promote Healthy Living, taking into account Sustainable Planet and Smart Manufacturing?
- What must the IET do to promote Smart Manufacturing, taking into account Sustainable Planet and Healthy Living?

8. Annual Report

Dr Ward introduced and Council noted a paper on the proposed annual report of Council to be presented at the Members Annual Information Event on 14 May 2020 (CO(20)8).

(Staff Note: The Members Annual Information Event to have been held on 14 May 2020 was postponed because of the COVID-19 pandemic.)

9. Main Boards

9.1. Dr Harrison gave a report on matters discussed by the Knowledge Services and Solutions Board. He drew attention to discussion of business performance and KPIs and Inspec Analytics.

9.2. In the absence of Professor Blythe, Ms Richmond gave a report on matters discussed by the Membership and Professional Development Board. She drew attention to discussion of KPIs, strategy input and a proposed Junior Club.

9.3. Ms Ohlson gave a report on matters discussed by the Volunteer Engagement Board. She drew attention to discussion of mandatory policy sign-up and the Young Professionals Community Volunteer Conference held in Bangalore in February 2020.

10. Report to the Board of Trustees

It was agreed that the outcome from the discussion of the results of the most recent Member Survey should be reported to the Board of Trustees (Minute 6 above refers).

11. Feedback on Council Meeting

Dr Ward invited Council members to give feedback on the Council meeting. A number of members commented that the experience of holding a virtual Council meeting had been very satisfactory.

12. Date of Next Meeting

Thursday, 4 June 2020 at 3.00 pm, at Savoy Place, London WC2.

(Staff Note: The meeting will be held via telephone conference call if necessary.)