The Institution of Engineering and Technology

Paper Number
T(20)98

28 October 2020

PAPER CLASSIFICATION: OPEN

Board of Trustees

SURVEY OF TRUSTEE SKILLS AND EXPERIENCE

(Note by Mr Andrew F Wilson. If you have any questions on this paper before the meeting please contact Mr Andrew F Wilson on +44 (0)20 7344 5415 or by email afwilson@theiet.org)

1. Issue

To receive a report on the annual self-assessment survey of Trustee skills and experience, attached as an Appendix.

2. Timing

Board of Trustees meeting, 6 November 2020.

3. For Recommendation

The Board is invited to note the annual self-assessment survey of Trustee skills and experience and to advise the Nominations and Succession Committee of skills gaps that should be addressed in proposing candidates for election as Trustees in future years.

4. Background

4.1. At its meeting on 1 September 2014 the Board of Trustees agreed that there should be an annual self-assessment survey of Trustee skills and experiences, followed by discussion of skills gaps at a meeting later in the Session (Minute 112.1 of T(14)M7 refers).

4.2. It was agreed that training should be provided for Trustees to address any gaps identified by the survey. It was also agreed that a gap analysis based on the survey should be reported to the Nominations and Succession Committee.

4.3. At its meeting on 14 June 2018 the Board of Trustees agreed that in future years Trustees should be invited to update their previous submissions, to accelerate the process. It was also agreed that the survey should be re-timed for the start of the Session (Minute 11.2 of T(18)M4 refers).

5. Requirements for Trustees and Board Members

A statement of the Requirements for Trustees and Board Members is published on the IET website at and in the ballot papers for the election of Trustees. The annual self-assessment survey is based on the requirements of skills, knowledge and experience described in the statement.

http://www.theiet.org/about/people/boards-committees/specs/trustee-requirements.cfm

6. Skill Gaps

6.1. Fourteen of the sixteen Trustees completed the survey and so the skills analysis gives a good reflection of the Board of Trustees as a whole. However, it should be noted that some training sessions for individual Trustees have taken place after they completed the survey.

6.2. The areas where the lowest scores were reported are similar to previous years:

- Knowledge services and publishing.
- Financial and management accounting.

6.3. The IET will continue to arrange training for Trustees on the above subjects whenever required.

7. Risk

No risks relating to the annual self-assessment survey of Trustee skills and experience have been identified.

8. Resources

No resource implications relating to this issue have been identified.

Appendix to T(20)98

The Institution of Engineering and Technology

SURVEY OF TRUSTEE SKILLS AND EXPERIENCE

Information from Trustees 2020/21

Skills and experience for the Board of Trustees	**Level of Skills**		
	None	**Little**	**Lots**
Skills – ability to provide:			
Chairmanship of committees and working parties	-	5	9
Innovative and strategic thinking, contributing actively and constructively	-	1	13
Public speaking	-	4	10
Representational and ambassadorial roles	-	5	9
Knowledge – understanding of:			
The IET, its objects and purposes	-	1	13
Legal duties and responsibilities of trusteeship	-	8	6
Membership issues	1	5	8
Experience of:			
Academia	1	6	7
Industry	-	2	12
Knowledge services and/or publishing	4	7	3
Leadership of a global organisation	1	6	7
Governance and / or non-executive directorship	1	7	6
Strategic planning and monitoring and evaluating performance	-	-	14
Policy development or implementation	1	7	6
Financial and management accounting	3	4	7
Membership Services	-	12	2
Risk management	-	6	8

Replies were received from 14 of the 16 Trustees.