

21 April 2024

PAPER CLASSIFICATION: OPEN

Board of Trustees

DIVERSITY DATA OF MEMBERSHIP, BOARDS AND COMMITTEES

(Paper by Laura Norton and Chris Knibb. If you have any questions on this paper before the meeting please contact Laura Norton by email lauranorton@theiet.org)

1. Issue

To present the recommendation from the Equality, Diversity and Inclusion Board that the Institution should collect and monitor diversity data from senior volunteers.

2. Timing

Board of Trustees meeting, 13 May 2024.

3. For Approval

The Board of Trustees is invited to approve the monitoring and collection of diversity data for volunteers who are members of the Board of Trustees, Council, Main Boards, and Committees reporting directly to the Board of Trustees.

4. Background

- 4.1. At its meeting on 9 November 2018 the Board of Trustees agreed that it should begin to set annual diversity targets as part of the recently approved Equality, Diversity and Inclusion Strategy. The Board was advised that this was not possible, because the IET did not hold data about the protected characteristics of members. Phase three of the Know Your Customer (KYC) programme might make collection of the data possible, so data collection might begin in 2023 allowing annual diversity targets to be set from 2024 (Minute 12.2 of T(18)M7 refers).
- 4.2. At its meeting on 4 February 2019 the Board of Trustees approved a proposal from the Nominations and Succession Committee that the IET should investigate the routine collection of data about protected characteristics from members and that data about protected characteristics should be collected from the members of the Main Boards and Committees. This was not done, because the current IET membership database did not have the facility to capture and store such information securely (Minute 8.5 of T(19)M1 refers).
- 4.3. Since then our EDI Strategy to 2025 and EDI action plan have further developed. They support our IET Strategy 2030, as well as our values and supporting behaviours. They demonstrate our commitment to providing equal opportunities for all and highlight that we value everybody associated with us. They contribute to our overarching vision by “delivering equality, diversity and inclusion across the IET and in the profession we represent, we will advance excellence in engineering a better world”.

- 4.4. Data show that the Engineering and Technology sectors are not yet fully inclusive and do not yet attract and retain people from all backgrounds equally.
- 4.5. An overarching area for improvement within our EDI Strategy is diversity data collection and monitoring. The Strategy states that “we must collect, collate, and analyse appropriate diversity data to ensure an evidence-driven approach to our work”.
- 4.6. In our 2021 IET member survey 5.3% of respondents identified as female. Other diversity data were not collected.
- 4.7. Since October 2021 we have conducted an annual EDI colleague survey, working with an external research agency Research by Design. Results have been reported to the Board of Trustees and Executive Committee, action plans developed, and interventions continue to be delivered. Through this journey we have learned much that will support improved diversity data collection for members and volunteers.
- 4.8. In June 2022 we conducted an EDI survey with our Volunteers. Results were reported to the Board of Trustees, Main Boards and members throughout 2022-23.
- 4.9. An equal opportunities and diversity monitoring form is provided to all new members. We developed this further following our initial commitment to diversity data collection through the Royal Academy of Engineering’s EDI Concordat.
- 4.10. At its meeting on 5 October 2023 the Board of Trustees discussed the recommendations made in the Governance Review by BDO and agreed a response to each recommendation. It was agreed that a paper concerning collection of EDI membership data and setting EDI targets be presented to the Board in November 2023 (recommendation 26) (Minute 11 of T(23)M6 refers).
- 4.11. At its meeting on 4 September 2023 the Board of Trustees agreed to increase the number of Main Boards from three to four and to create a new Main Board to replace the Equality, Diversity and Inclusion Working Party (Minute 12 of T(23)M5 refers). The formation of this Board will provide the Board of Trustees with counsel, expertise and lived experience to consider EDI data, target setting and goals.
- 4.12. At its meeting on 17 November 2023 the Board of Trustees approved that the Equality, Diversity and Inclusion Board should co-ordinate proposals for setting EDI targets with the other Main Boards and the Nominations and Succession Committee (Minute 12.2.4 of T(24)M1 refers).
- 4.13. The terms of reference of the Equality, Diversity and Inclusion Board include a role for the Board to monitor performance in relation to Equality, Diversity and Inclusion using KPIs, such as membership data, volunteer data and any other data as appropriate, and ensure that progress is being made.

5. Proposal for Data Collection

- 5.1.1. At its meeting on 20 March 2024 the Equality, Diversity and Inclusion Board discussed all diversity data currently held for membership and volunteers and the setting of EDI targets. Important points included:
 - representation within our governance – our senior volunteers;
 - gender within overall IET membership;
 - our intention to be a leader in the field and promote engineering excellence.

- 5.1.2. The Equality, Diversity and Inclusion Board recommends the collection and monitoring of anonymised diversity data from volunteers who are members of the Board of Trustees, Council, Main Boards, and Committees reporting directly to the Board of Trustees, by survey or MS Forms for target setting prior to the Board of Trustees meeting in September 2024.
- 5.1.3. The Equality, Diversity and Inclusion Board will review that data and to make proposals on how the recruitment process and target setting is handled to the Nominations and Succession Committee.
- 5.1.4. The Board of Trustees is asked to approve the Equality, Diversity and Inclusion Board's recommendation for diversity targets for Board of Trustees, Council and Main Boards.

6. Resources

No further resources needed.

7. Risk

Risk to the IET's reputation and the sustainability and future growth of our membership is important. Our decisions on EDI targets and KPIs must be based on accurate data and evidence. This is a crucial part of our Strategy.