The Institution of Engineering and Technology

28 March 2024

PAPER CLASSIFICATION: OPEN

Minutes of the Meeting of the
COUNCIL
held on Thursday, 21 March 2024 at 15.00 hrs (GMT)
via Virtual Meeting

Present:	Mr Mark Goudie (Chair)
	Mr Rob Anderson
	Mr Paul Ash
	Dr Imran Shafique Ansari
	Mr Wolf Byttner
	Mr Jolyon Caplin
	Professor Andy Downton
	Ms Sophie Harker
	Mr Russell Jobbins
	Ms Susan Jones
	Dr Gopi Katragadda (President)
	Miss Macauley Kenney
	Mr King On Lee
	Professor Wai Yie Leong
	Mr Yew Kee Lim
	Ms Sena Mathobela
	Mr Ben Obiri-Bonney
	Mr Alan Palmer
	Mr John Peckham
	Dr Stephen Pybus
	Mr Ami Singh
	Ms Thilini Wasundara
	Mr Farooq Yaqub (Minutes 1-8)
By invitation:	Ms Yewande Akinola (Trustee)
	Mrs Katy Deacon (Trustee)
	Ms Anni Feng (Trustee)
	Dr Simon Hart (Trustee)
	Ms Samantha Hubbard (Trustee)
	Dr Carol Marsh (Trustee)
	Professor Ronjon Nag (Trustee)
	Colonel Andy Rogers (Trustee)
In attendance:	Ms Toni Allen (Chief Engagement and Growth Officer)
	Mr Ed Almond (Chief Executive and Secretary)
	Mr Richard Best (Chief Technology Information Officer)
	Ms Morna Dason-Barber (People Director)
	Ms Fiona Dew (Strategic Planning Manager) (Minutes 1-8)
	Ms Sara Killingworth (Portfolio and Product Management Director)
	Mr Christopher Knibb (Governance and External Engagement Director)
	Ms Eloisa de la Maza (Governance Executive)
	Ms Michelle Richmond (Interim Operations Director)
	Mr John Sullivan (Chief Technology Information Officer)
	Mr Simon White (Chief Finance Officer)
	Mr Andrew F Wilson (Head of Governance)

1. **Apologies for Absence**

Apologies for absence were received from Mr Sam Presley, Mr Alkis Spyrou and Eur Ing Dr Ahmed Zobaa.

2. **Conflicts of Interest**

No conflicts of interest were declared.

3. **Minutes**

The Minutes of the Meeting held on 12 December 2023 (CO(23)M6) were <u>approved</u> and <u>signed</u> as a correct record.

4. **Actions Taken or Outstanding**

4.1. Council <u>noted</u> a report on actions taken or outstanding since the previous meeting (CO(24)1).

4.2. Council <u>noted</u> a report on tracking the outcome from proposals made by Council over recent Sessions (CO(24)2(revised)).

5. **Working Parties**

5.1. Ms Dew presented an oral report on the activities of the Working Parties on:

- Events.
- Innovation and Entrepreneurship.
- Volunteer Engagement and Experience.

5.2. It was <u>noted</u> that the Working Parties would report to the Strategy Input Meeting to be held on 20-21 June 2024.

6. **Annual General Meeting**

Mr Goudie introduced and Council <u>noted</u> the proposed Annual Report of Council to be presented at the Annual General Meeting on 20 June 2024 (CO(24)3). Following discussion, the report was <u>approved</u>.

7. **President**

7.1. The President spoke about his activities during the Session 2023/24.

7.2. He drew attention to the delays in completing the Know Your Customer Programme and the recent acquisition of WISE Campaign CIC. He was planning a series of virtual meetings with the membership to be held in May/June 2024, which would be linked to his theme of "Engineers and AI: The key to delivering a resilient future."

7.3. Mr Byttner drew attention to the discussion of AI by the Membership and Professional Development Board earlier in the day.

8. **Chief Executive and Secretary**

8.1. Mr Almond gave an oral report on the priorities of the charity.

8.2. He drew attention to the results of the strategic KPIs for 2023, the first increase in membership since 2017, the recent acquisition of WISE Campaign CIC and the recent staff structure review.

8.3.   Dr Marsh commented about the discussion of the volunteer experience by the Volunteer Engagement Board earlier in the day.

8.4.   Professor Downton commented on the importance of effective technological support to enhance the volunteer experience. Systems that worked across the engineering sector, instead of different ones for each PEI, would be preferable.

8.5.   Mr Goudie commented on Council's role in monitoring governance within the IET.

9.   Main Boards

9.1.   Council received oral reports from the Chair of each Main Board.

9.2.   Mrs Deacon gave a report on the meeting of the Equality, Diversity and Inclusion Board held earlier in the day and drew attention to the decisions to survey the diversity of some volunteers, to establish a Working Party to consider what EDI targets the IET should set, and approval of the annual review on EDI within the IET.

9.3.   Ms Akinola gave a report on the meeting of the Knowledge Services and Solutions Board held earlier in the day and drew attention to the discussion about ensuring publication integrity for peer-reviewed journals.

9.4.   Ms Hubbard gave a report on the meeting of the Membership and Professional Development Board held earlier in the day and drew attention to the discussion of membership fees for 2025, and the Engineering Council's decision to end the Standards in a Foreign Language project.

9.5.   Dr Marsh gave a report on the meeting of the Volunteer Engagement Board held earlier in the day and drew attention to discussion of mandatory policy sign-up, volunteer recruitment, and the engagement survey.

10.   Report to the Board of Trustees

It was noted that there were no matters to be reported to the Board of Trustees.

11.   Feedback on Council Meeting

The Chair invited Council members to give feedback on the Council meeting.

12.   Date of Next Meeting

Thursday, 20 June 2024 at 15.00 hrs (BST), at Savoy Place, London WC2.