

13 September 2023

**PAPER CLASSIFICATION: OPEN**

**Council**

**COUNCIL BUSINESS FOR THE SESSION**

(Paper 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](mailto:afwilson@theiet.org))

**1. Issue**

To note the meetings of Council and the business to be covered during the Session 2023/24.

**2. Timing**

Council meeting, 5 October 2023.

**3. For Note**

Council is invited to note this report.

**4. Council Meetings**

4.1. Council will hold three meetings during the Session 2023/24, on the same days as meeting of the three Main Boards:

- Thursday, 5 October 2023 at 15.00 hrs.
- Thursday, 21 March 2024 at 15.00 hrs.
- Thursday, 20 June 2024 at 15.00 hrs.

4.2. The Council meeting on 20 June 2024 will be followed by a joint Board of Trustees and Council Strategy Input Meeting on 20-21 June 2024.

**5. Information-related Activities for Council**

5.1. 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 <a href="https://www.theiet.org/about/governance/board-of-trustees/board-of-trustees-papers-and-minutes/">https://www.theiet.org/about/governance/board-of-trustees/board-of-trustees-papers-and-minutes/</a>
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 <a href="https://www.theiet.org/media/4053/tor-boards-committees.pdf">https://www.theiet.org/media/4053/tor-boards-committees.pdf</a>
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.

## 6. Annual Reporting Activities for Council

6.1. The Council Regulations identify specific annual reporting activities for Council:

<b>Subject</b>	<b>Comment</b>
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.

## 7. Risk

There are no risks associated with this report.

## 8. Resources

There are no resource issues associated with this report.