



**Minutes of the Meeting of the  
BOARD OF TRUSTEES  
held on Monday, 9 June 2008 at 5.00 pm**

Present : Mr John Loughhead (Chairman)  
Mr Hamish Bell  
Cdre Barry Brooks  
Dr N F Chin  
Mr Chris Earnshaw  
Mr George O'Neill  
Professor Maria Petrou  
Mr Colin Porter  
Mr George Robb  
Professor Chris Snowden  
Eur Ing Andy Stringer  
Mr Iain Sturrock (by telephone)

By invitation: Dr Sam McLaughlin (Minutes 56-59)

In attendance: Mr Ed Almond (Director of Finance and Planning)  
Mr Mike Harding (Planning and Analysis Manager) (Minute 60)  
Mr Robin McGill (Chief Executive and Secretary)  
Mr Graham Paterson (Chief of Staff)  
Mr Andrew F Wilson (Head of Governance and Legal Affairs)  
Ms Sarah Young (New Product Development Manager) (Minute 60)

**56. Apologies for Absence**

Apologies for absence were received from Miss Marguerite Fitzgerald and Dr Raj Rajagopal.

**57. Minutes**

The Minutes of the meeting held on 14 May 2008 (T(08)M5) were approved and signed as a correct record, subject to the following amendment:

Minute 48(c): “Professor Petrou suggested the role of volunteers in the TPNs should be analogous to that of research journal editors, who should have the final say.” to read “Professor Petrou suggested that the volunteer organiser of an event should have the final word on technical content over the staff who administer it, in the same way that the author of a research article would have the final word on his article over the production team.”

**58. Actions Taken or Outstanding**

58.1 The Board noted a report on actions taken or outstanding since the previous meeting of the Board (T(08)37).

58.2 With reference to Minute 52.2 of T(07)M5, Mr Paterson reported on the Charity Commission consultations on Public Benefit and the Advancement of Education and Public Benefit and Fee-charging. It was agreed that the draft submissions from the IET should be circulated to the Trustees.

58.3 With reference to Minute 37.6 of T(08)M4, Mr Almond reported that the Audit Committee had discussed the suggestion of a Letter of Representation from the staff of the Institution to the Board of Trustees, had accepted it in principle, and had asked the staff to propose a simple process.

58.4 With reference to Minute 54.2 of T(08)M5, the President reported that he had spoken to the Chairman of the IET Connect Board of Trustees about the Service Level Agreements that had been put in place between the IET and IET Connect. Mr McGill commented that he had been invited to attend the next meeting of the IET Connect Board of Trustees.

## **59. Younger Members Board**

59.1 Dr McLaughlin introduced and the Board noted a report from the Younger Members Board on its response to the proposed changes to the governance structure (T(08)44).

59.2 The paper made a number of proposals concerning the integration of Younger Members into the governance structure of the IET, refocusing the Younger Members Board, establishing regional Young Professional Committees, renaming Younger Members as Young Professionals and changing their definition.

59.3 During discussion the following comments were made:

- (a) it might be preferable to have a proportion of Younger Members on each Board rather than an absolute number;
- (b) having several Younger Members on a Board in the expectation that only one would attend each meeting was poor use of members' commitment;
- (c) Younger Members on Boards were not representing a community, but their presence ensured a composition that reflected the age diversity of the membership;
- (d) changing the definition of Younger Members would reduce the pool of Younger Member volunteers;
- (e) Younger Members had an important role to play in the design of new products and services to appeal to the next generation of engineers and technologists;
- (f) Younger Members already had positions on each of the Main Boards, Council, Board of Trustees and many Committees;
- (g) if the definition of Younger Member was changed it should avoid creating the anomaly of older members allocated to the grouping on the basis of their experience, education or training;
- (h) the Main Boards should be reminded of their duty to deliver products and services suitable for Younger Members;
- (i) the Board of Trustees should refer more tasks to the Younger Members Board;

- (j) Local Network Committees and Technical and Professional Network Executive Committees should continue to provide a key training ground for a greater number of Younger Member volunteers than the Main Boards and Committees would;
- (k) there was genuine desire to allow Younger Members to influence the future direction of the Institution.

59.4 The Board agreed not to approve any of the proposals that had been made, but to ask that they be taken into consideration by the Governance Working Party in putting together the proposals for changes to the existing governance structure to be considered by the Board of Trustees at its meeting on 14 July 2008.

## **60. See Confidential Minute**

## **61. Council**

61.1 Mr Paterson introduced and the Board noted a report from Council (T(08)39).

61.2 The Board agreed:

- (a) that the attendance record of each Trustee should not be published in the Annual Report, nor elsewhere;
- (b) that the attendance record of each member of Council should not be published in the Annual Report, but that Council might consider publishing it on the website if it considered there was value in drawing attention to Council members who did not attend meetings;
- (c) that paragraph 36 of the Council Regulation concerning the Council Co-ordination Team be amended to read as follows:

36. Members will be elected to the CCT for a term of one, two or three years, depending on the unexpired term of their membership of Council. Volunteers and nominations will be sought annually immediately after the Council election results are announced to find members to replace those retiring from the CCT. Should a poll be held, the Single Transferable Vote method will be used. The CCT will elect its chairman from amongst its members. The chairman of the CCT may not be a Trustee.

## **62. Professional Registration**

62.1 Mr O'Neill introduced and the Board noted a report on professional registration (T(08)40).

62.2 With reference to Minute 16 of T(08)M2, the Board agreed that that a full study, with marketing input, should be conducted in late 2008 of the requirement for:

- (a) a qualification specifically for technologists;
- (b) a certificate of competence not linked to registration with EC(UK) or similar bodies;
- (c) the IET to seek licences for qualifications from other organisations than the EC(UK).

62.3 It was noted that Mr O'Neill and Ms Richmond would make a further report to the Board on professional registration at its meeting on 14 July 2008.

### **63. Public Policy**

63.1 Mr Paterson introduced and the Board noted a paper on extending the IET's public policy activities outside the UK (T(08)41).

63.2 The Board agreed that:

- (a) the level and depth of government interaction required should be determined as part of the development of a country strategy, and resources allocated to achieving the strategy;
- (b) an appropriate Board should be responsible for maintaining oversight of the government strategy for a country and for ensuring that it complied with IET strategic objectives and extant policies;
- (c) local IET staff and active volunteers should implement the agreed strategy with reference to and support from the IET Policy Department to maintain policy conformity;
- (d) media, public relations and policy strategies should be coherent for each country or region.

63.3 Dr Chin proposed that consideration be given to creating a group for Hong Kong that operated on the same basis as the Northern Ireland Policy Group.

### **64. Chief Executive's Report**

Mr McGill introduced and the Board noted a report from the Chief Executive and Secretary (T(08)42).

### **65. Remuneration Committee**

Mr Earnshaw introduced and the Board noted a report from the Remuneration Committee (T(08)43).

### **66. London Night Hike 2008**

Mr McGill reported that the IET premises at Savoy Place would be open overnight on 19 September 2008 as a participant in "London Night Hike 2008" which had been arranged by a fund-raising charity.

### **67. Dinner Guest**

The Board considered matters to discuss with Mrs Claire Curtis-Thomas MP at the dinner following the meeting.

### **68. Date of Next Meeting**

Monday, 14 July 2008 at 5.00 pm.