13 October 2017

PAPER CLASSIFICATION: OPEN

Minutes of the Meeting of the COUNCIL
held on Monday, 2 October 2017 at 15.00 hrs
at Savoy Place, London WC2

Present: Dr Michele Fiorini (Chair)
Miss Yewande Akinola
Mr Colin Davis (Deputy Chair)
Mr Joe Dunn
Dr David Evans (champion for strategy and direction)
Mr Gary Hayes
Miss Justina Ho
Miss Abbie Hutty
Mr R Jananthan
Dr Frank Johnson
Mr Yew Kee Lim (Council Board representative for Knowledge Services Board)
Ms Amy Longo
Eur Ing Patrick Mason (Council Board representative for Membership and Professional Development Board)
Mr Allan McCabe
Mr Edwin Morton (champion for monitoring governance)
Mr Iain Murdoch (by telephone) (Minutes 1-12)
Ms Dawn Ohlson
Professor Ian Phillips (by telephone) (Minutes 1-12)
Mr Mike Prewett
Mr Jon Ratcliff
Mr Alkis Spyrou (Council Board representative for Volunteer Engagement Board)
Dr Kate Sugden
Mr Peter Ward
Mrs Grazyna Whapshott
Mr Nick Winser (President)
Ms Teresa Wong

By invitation: Mr Andy Bevington (Trustee)
Ms Jayne Bryant (Trustee)
Mr Mike Carr (Trustee)
Mr Rob Edmunds (Knowledge Services Board)
Professor Danielle George (Trustee)
Dr Simon Harrison (Trustee)
Eur Ing Tom Hlaing (Trustee)
Miss Samantha Hubbard (Trustee)
Ms Alyssa Randall (Trustee)

In attendance: Mr Ed Almond (Director of Finance and Planning)
Mr Richard Best (Head of IT and Digital Services)
Ms Alison Carr (Director of Governance and Policy)
Ms Fiona Dew (Community Development Manager)
Mr Nigel Fine (Chief Executive and Secretary)
Ms Sandra Godman (Head of Volunteer Support)
1. Welcome and Introduction

The Chair welcomed members to the meeting of Council.

2. Apologies for Absence

Apologies for absence were received from Professor Ian Bitterlin and Col Matthew Ware.

3. Conflicts of Interest

3.1. The Chair reminded the members of Council of the requirement to state any conflicts of interest that were pertinent to their contributions to the Council meeting.

3.2. Professor Phillips stated that he was a member of the IEEE and the IMA.

4. Minutes

The Minutes of the meeting held on 8 June 2017 (CO(17)M6) were approved and signed as a correct record.

5. Actions Taken or Outstanding

5.1. Council noted a report on actions taken or outstanding since the previous meeting of Council (CO(17)37).

5.2. Council noted a report on Council’s discussion of the President’s Themes for 2016/17 (CO(17)38).

5.3. With reference to Minute 11.2 of CO(17)M6, Mr Davis reported that Professor Watson had referred to the progress with the Presidential Themes for the previous Session in his most recent blog (https://communities.theiet.org/blogs/822/5414).

5.4. Council noted a report on the breakout sessions at the previous Council meeting (CO(17)39).

6. Council Constitution and Terms of Reference

6.1. Council noted the constitution and terms of reference of Council (CO(17)40).


6.3. Council noted the outline of Council business for the Session 2017/18 (CO(17)41).

7. Reports to Council

7.1. Council noted reports from the Committees and Working Parties that reported to Council:

7.1.1. Council Agenda Team, chaired by Dr Michele Fiorini (CO(17)42);

8. **President**

Mr Winser (President) gave a presentation on key issues from the Board of Trustees and his Presidential Theme for 2017/18, which was Innovation and Entrepreneurship.

9. **Main Boards**

9.1. Dr Harrison gave a presentation of matters discussed by the Knowledge Services Board. He drew attention to the review of the Plan for 2018, IET Academy, Wiring Regulations, Inspec and KPIs.

9.2. Mr Bevington gave a presentation of matters discussed by the Membership and Professional Development Board. He drew attention to the review of the Plan for 2018, plans for China and India and the new Faraday website for primary and secondary schools.

9.3. Dr Evans gave a presentation of matters discussed by the Volunteer Engagement Board. He drew attention to the review of the Plan for 2018, discussion of strategic risks, a trial of Office 365 and the most recent volunteer satisfaction survey.

10. **Governance Review**

Council noted the specification of the Governance Review for 2018, which would be discussed on Engineering Communities (CO(17)44).

11. **Board Effectiveness Survey**

Council noted the results of the most recent Board Effectiveness Survey for Council, which would be discussed on Engineering Communities (CO(17)45).

12. **Strategy**

Dr Evans introduced and Council noted a paper on Council’s input to IET strategy in 2018 (CO(17)46). It was proposed that Council should review the list of drivers of change relevant to the IET’s strategy and agree a version for onward transmission to the Trustees Strategy Working Party.

13. **Breakout Session**

13.1. Council divided into groups to discuss in parallel, World Café style, three issues face-to-face:

- Drivers for Change;
- Professional Engineering Institution Collaboration;
- Digitisation.

13.2. It was noted that a written report would be made to the next meeting of Council.

14. **Report to the Board of Trustees**

Council agreed that there were no particular matters to be reported to the Board of Trustees.

15. **Monitoring Governance Working Party**

15.1. Mr Morton reported that the Monitoring Governance Working Party had a vacancy for one member and suggested the matter be dealt with during the meeting and vote taken by a show of hands. Dr Fiorini suggested that the customary email voting process should be followed, allowing one week for nomination and one week for ballot.
15.2. Council agreed that the vacancy should be filled using the customary email voting process.

16. **Dates of Next Meetings**

16.1. Tuesday, 27 March 2018 at 3.00 pm, at Savoy Place, London WC2 – Council Meeting.

16.2. Thursday, 14 June 2018 at 3.00 pm, at Savoy Place, London WC2 – Council Meeting.

16.3. Thursday, 14 June 2018 at 5.00 pm, at Savoy Place, London WC2 – Strategic Input Meeting.

16.4. Friday, 15 June 2018 at 9.00 am, at Savoy Place, London WC2 – Strategic Input Meeting.