Minutes of the Meeting of the COUNCIL held on Thursday, 21 March 2019 at 3.00 pm at Savoy Place, London WC2

Present: Mr Colin Davis (Chair)  
Mr Andrew Ball  
Professor Ian Bitterlin (by telephone)  
Mr Mike Carr  
Dr Raphael Cepeda Lopez  
Dr David Evans  
Mr James Garnham  
Miss Justina Ho  
Mr David Hogan  
Eur Ing Patrick Mason  
Mr Allan McCabe  
Dr C Muthamizhchelvan  
Dr Paul Needham  
Ms Dawn Ohlson  
Professor Ian Phillips  
Mr Jon Ratcliff  
Mr Alkis Spyrou  
Dr Kate Sugden  
Mr Peter Ward  
Dr Darren Williams  
Ms Teresa Wong  
By invitation: Miss Yewande Akinola (Trustee)  
Mr Andy Bevington (Trustee)  
Dr Colin Arthur (Trustee)  
Mr Andy Bevington (Trustee)  
Mr Joe Dunn (Trustee)  
Ms Naziar Hashemi (Crowe UK LLP)  
Mrs Virginia Hodge (Trustee)  
Miss Samantha Hubbard (Trustee)  
Mr David Parr (Membership and Professional Development Board)  
In attendance: Mr Ed Almond (Director of Finance and Planning)  
Mr Richard Best (Head of IT and Digital Services)  
Ms Fiona Dew (Online Community Platform Development Manager)  
Mr Simon Edwards (Director of Governance and External Engagement)  
Mr Nigel Fine (Chief Executive and Secretary)  
Ms Sandra Godman (Head of Volunteer Support)  
Mr Giles Grant (Director of Knowledge)  
Mr Mike Harding (Business Performance and Planning Director)  
Mr Oliver Kelly (Senior Research Executive)  
Mr Chris Knibb (Head of Communications)  
Ms Hilary Lambert (Director of International Strategic Marketing and Engagement)
Ms Anne Locker (Library and Archives Manager)
Ms Sophie Lockhart (Corporate Communications Social Media Executive)
Ms Eloisa de la Maza (Governance Executive)
Mr Charlie Thomason (Strategic Analysis and Planning Executive)
Mr Andrew F Wilson (Head of Governance)

1. Apologies for Absence

Apologies for absence were received from Dr Chris Donaghy-Spargo, Ms Rachel Hurst, Mr Mike Prewett and Professor Tim Whitley.

2. Conflicts of Interest

There were no conflicts of interest declared.

3. Minutes

The Minutes of the Meetings held 4 October 2018 and 8 January 2019 (CO(18)M4 and CO(19)M1) were approved and signed as a correct record.

4. Actions Taken or Outstanding

Council noted a report on actions taken or outstanding since the previous meeting of Council (CO(19)5).

5. Strategic Framework

Council noted a report on the Strategic Framework (CO(19)6).

6. Reports to Council

6.1. Council received reports from the Committees and Working Parties that reported to Council. It was agreed that the papers should be reclassified as Private and Confidential if they included information which if disclosed might result in premature publicity of courses of action that might not, in the end, be followed.

6.2. Dr Evans introduced and Council noted a report from the Monitoring Governance Working Party (CO(19)7). Council agreed that:

6.2.1. the effectiveness of the Yammer feed for assisting Council to develop its positions and recommendations should be reviewed at the end of the current Session;

6.2.2. Council should explore alternative means of improving communication with the Board of Trustees;

6.2.3. the Council Yammer feed should not now be opened-up to Trustees or other non-Council members.

(Staff note: An amended paper CO(19)7(revised) is circulated with these Minutes.)

6.3. Mr Ratcliff introduced and Council noted a report on Digitisation (CO(19)8).

6.4. Miss Ho introduced and Council noted a report on Globalisation (CO(19)9). Council agreed that the paper should be discussed further on Yammer until 23 April 2019, then refined by Miss Ho before submission to the Board of Trustees.

(Staff note: An amended paper CO(19)9(revised) is circulated with these Minutes.)
6.5. Dr Cepeda Lopez introduced and Council noted a report on Strategy (CO(19)10). Council agreed that the paper should be discussed further on Yammer until 23 April 2019 and then submitted to the Board of Trustees.

(Staff note: An amended paper CO(19)10(revised) is circulated with these Minutes.)

6.6. Dr Cepeda Lopez introduced and Council noted a report on Sustainability (CO(19)11). It was agreed that the paper should be discussed on Yammer until 23 April 2019 and then submitted to the Board of Trustees.

(Staff note: An amended paper CO(19)11(revised) is circulated with these Minutes.)

6.7. Professor Phillips introduced and Council noted a report on Rebuilding the Public Image of the Engineering Professions (CO(19)12). Council agreed to recommend to the Board of Trustees that:

6.7.1. the IET formally recognise the importance and urgency of re-establishing the Public-Image of the Engineering Professions and Professionals;

6.7.2. the IET create an internal project to implement and coordinate the IET’s role in this, in particular to take leadership in internal and cooperative actions with other PEIs and institutions, and to make sure that the IET is best placed to capitalise on the increased membership and commercial opportunities emerging;

6.7.3. the proposed project should formally report to an IET Main Board, but take guidance from and report progress to a new Board created for this purpose.

(Staff note: An amended paper CO(19)12(revised) is circulated with these Minutes.)

6.8. Dr Sugden gave an oral progress report on the subject of Equality, Diversity and Inclusion. She undertook to post a draft paper on Yammer and it was agreed that the paper should be discussed on Yammer until 23 April 2019, allowing until 30 April 2019 for discussion of any disagreement, and then submitted to the Board of Trustees.

7. Main Boards

7.1. Mr Grant gave a presentation of matters discussed by the Knowledge Services Board. He drew attention to a proposal to amend the name of the Board to the Knowledge Services and Solutions Board, financial performance in 2018, the performance of Inspec and the IET venues.

7.2. Mr Bevington gave a presentation of matters discussed by the Membership and Professional Development Board. He drew attention to discussion of membership subscriptions for 2020, strategy for technical networks, and the increased number of non-student and apprentice members under the age of 40.

7.3. Mrs Hodge gave a presentation of matters discussed by the Volunteer Engagement Board. She drew attention to discussion of the new Policy on Working Together and the development of the Volunteer Roadmap.

8. Annual Report

Mr Davis introduced and Council noted the annual report of Council to be presented at the Members Annual Information Event (including the Annual General Meeting) on 15 May 2019 (CO(19)13). Council approved the text to be presented by the Chair.
9. **Breakout Session**

9.1. Ms Lambert introduced a paper on the proposals to celebrate the 150th anniversary of the IET in 2021, addressing the topics of celebration, legacy and inspiration (CO(19)14).

9.2. Council divided into three groups to discuss in parallel, World Café style, the proposals for the 150th anniversary, addressing the topics of celebration, legacy and inspiration.

9.3. Council reconvened and three members made oral reports on the World Café discussion:
   - Legacy – Mr Alkis Spyrou
   - Inspiration – Ms Teresa Wong
   - Celebration – Dr Paul Needham

9.4. Dr Ward undertook to co-ordinate the drafting of a report of the discussion.

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

    It was agreed that the decisions taken by Council during the meeting should be reported to the Board of Trustees, including the report from the Monitoring Governance Working Party and the proposals regarding Globalisation, Sustainability, Rebuilding the Public Image of the Engineering Professions, Equality, Diversity and Inclusion.

11. **Feedback on Council Meeting**

11.1. Mr Davis invited Council members to give feedback on the Council meeting.

11.2. A number of comments were made about the conduct of the Council meeting, recommending the continuance of the World Café sessions, and encouraging greater participation by all Council members in the Yammer discussions.

12. **Date of Next Meeting**

12.1. Thursday, 6 June 2019, 3.00 pm, Savoy Place, London WC2 – Council.

12.2. Thursday, 6 June 2019, 5.00 pm, Savoy Place, London WC2 – Strategic Input.

12.3. Friday, 7 June 2019, 9.00 am, Savoy Place, London WC2 – Strategic Input.