

ANNUAL REPORT OF THE NOMINATIONS AND SUCCESSION COMMITTEE 2016/17

Introduction

Welcome to the second Annual Report of the Nominations and Succession Committee.

The purpose of the Committee is to make recommendations to the Board of Trustees for suitable candidates for election or appointment to positions on Boards and Committees. In doing so, the Committee aims to achieve a balance of skills, demographics, diversity, sectoral knowledge and international membership and to provide a robust and transparent process that is open and attractive to candidates. This report is intended to demonstrate how this has been achieved.

2017 Elections and Appointments

Overview

The IET operates fair and open processes for the election of members into its governance and seeks to encourage inclusion and diversity.

Elections are held in February/March following an appeal for members to make nominations for election to positions on the:

- Board of Trustees;
- Council;
- Communities Committees.

Candidates are also nominated by the Board of Trustees, with recommendations being made to the Board by the Nominations and Succession Committee.

The Committee reviews the lists of potential candidates for current and future positions, monitors nomination and election processes and also makes recommendations for honours and awards. The following outlines the approach and statistics for the 2017 elections and appointments, which were the second under a new governance structure introduced after a Special General Meeting held on 11 February 2016.

For the 2017 elections, there were 49 candidates, 39 proposed by the membership and 10 proposed by the Board of Trustees (4 for the Board of Trustees, 6 for Council). Of these candidates, 18% were female, 22% were under the age of 30, and 53% were resident outside the United Kingdom. A breakdown of candidates and voting, and also information about appointments, can be found in the Appendix.

The Nominations and Succession Committee responded to the governance requirement that three members of Council are appointed each year by the Board of Trustees. Drawing from a pool of self-nominated candidates, the Committee made recommendations for the appointment of three members. In doing this it was supported by a temporary sub-committee set up for the purpose, taking into account the skills profiles of Council members, those of

existing Main Board members and the skills needs of the Boards. The Committee followed a similar procedure in making the recommendation to appoint a member to fill a casual vacancy on Council.

Attracting Candidates

Vacancies and details of the nominations process for those standing for election and those seeking appointment are advertised on the IET website and in *Member News*, and are promoted through news channels such as *Volunteer Update*. Every effort is made to encourage members to stand for both election and appointment across all positions available.

The Committee reviews the success of advertising of vacancies and works closely with IET staff in maintaining and developing candidate succession plans.

The Committee recognises that in particular, it continues to be a challenge to find candidates for election to the Communities Resourcing Committee and the regional Communities Committees. Consultation with these Committees seeks to explore the issues experienced with attracting suitable candidates and the number of members voting. In other areas, whilst there are usually sufficient candidates, the Committee would like to see greater interest, in particular for Council, which is now the succession path to the Main Boards.

Diversity and Inclusion

Diversity and inclusion are particularly important for the future strategy of the Institution. Both the Board of Trustees and Council have a requirement for a proportion of positions to be filled by members under the age of 36 and candidates resident outside the UK, and the Committee reviews the demographics and skills needs relevant to all positions when making recommendations. Whilst not required by the Bye-laws, other Boards and Committees require similar representation through their Terms of Reference. It remains difficult to achieve this balance and the Committee will consider how it can attract a greater diversity of candidates in the future. The Committee has invited the Volunteer Engagement Board to consider steps to assist in this.

The Committee was delighted that the results of the elections in the past two years have been closer to gender parity than at any time on the past. In 2017 those elected were 62.5% female and 37.5% male (2016: 53% female and 47% male).

Members of the Committee have attended training on equality and diversity and unconscious bias and this is a rolling programme of training for new members to help them in their roles.

The Committee

The members of the Committee during the Session 2016/17 were:

Chair: Professor W T Webb FEng BEng MBA PhD CEng FIET
Dr P W Bonfield OBE FEng BSc MSc PhD CEng FIET
Mr B P S Brooks BSc(Eng) FCGI CEng FIET
Mr M D Carr OBE FEng BSc(Eng) HonDTech CEng FIET
Ms N W Climer FEng BSc HonDUniv HonDEng CEng FIET
Mr R A Edmunds MEng CEng MIET
Dr W D Evans MA DPhil FIET
Dr M Fiorini MBA PhD CEng FIET
Dr A C Harter CBE FEng MA PhD CEng FIET
Eur Ing G N Hobbs FEng BSc MSc CEng FIET

Mrs V M Hodge BSc MSc CEng FIET
Ms T Shlomo BA
Professor W J Stewart FEng BSc MSc CEng FIET
Professor J D M Watson CBE FEng FRSA MSc DPhil CEng FIET
Mr N P Winser CBE FEng BSc CEng FIET

For the first time, the Committee was augmented by the inclusion of one non-member, to bring in ideas from outside the Institution and extend the diversity of viewpoints. The Committee met on three occasions between 1 October 2016 and 30 September 2017.

Matters Discussed

The Committee discussed proposals for candidates to stand for election as Trustees and members of Council. It also discussed candidates for appointment as President, Deputy President and Honorary Treasurer and appointments to positions on the following Boards and Committees:

- Council;
- Knowledge Services Board;
- Membership and Professional Development Board;
- Volunteer Engagement Board;
- Audit and Risk Process Committee;
- Finance and Investment Committee;
- Nominations and Succession Committee;
- Remuneration Committee;
- Policy Panels.

The Committee considered proposals for the election of Honorary Fellows in 2017.

The Committee made recommendations on all of the above to the Board of Trustees and these recommendations were subsequently approved by the Board of Trustees.

In addition to this annual activity, the Committee discussed the following topics during the Session:

- National Honours.
- 150th Anniversary of the Institution

Table 1: Summary of Candidates for Election to Boards and Committees

Board/Committee	Candidates 2016	Candidates 2017	Candidates 2016 Gender	Candidates 2017 Gender	Candidates 2016 Region	Candidates 2017 Region
Board of Trustees	9	12	M 7 F 2	M 9 F 3	A 0 AP 1 EMEA 0 SA 0 UK 8	A 3 AP 1 EMEA 1 SA 0 UK 7
Council	19	21	M 17 F 2	M 17 F 4	A 2 AP 3 EMEA 4 SA 3 UK 7	A 1 AP 7 EMEA 1 SA 1 UK 11
Communities Resourcing Committee	4	2	M 3 F 1	M 1 F 1	A 1 AP 2 EMEA 1 SA 0 UK 0	A 1 AP 1 EMEA 0 SA 0 UK 0
Communities Committee – Americas (A)	2	1	M 1 F 1	M 0 F 1	A 2	A 1
Communities Committee – Asia- Pacific (AP)	2	2	M 2 F 0	M 1 F 1	AP 2	AP 2
Communities Committee – Europe, Middle East and Africa (EMEA)	1	4	M 1 F 0	M 3 F 1	EMEA 1	EMEA 4
Communities Committee – South Asia (SA)	2	0	M 2 F 0	M 0 F 0	SA 2	SA 0
Communities Committee – United Kingdom (UK)	0	2	M 0 F 0	M 2 F 0	UK 0	UK 2
Young Professionals Communities Committee	4	5	M 3 F 1	M 5 F 0	A 0 AP 1 EMEA 2 SA 1 UK 0	A 0 AP 1 EMEA 0 SA 0 UK 4
Total Vacancies	17	17	N/A	N/A	N/A	N/A
Total Candidates	43	49	M 35 F 8	M 38 F 11	A 5 AP 9 EMEA 8 SA 6 UK 15	A 6 AP 12 EMEA 6 SA 1 UK 24
Total Elected	17	16	M 9 F 8	M 6 F 10	A 1 AP 3 EMEA 1 SA 1 UK 10	A 3 AP 2 EMEA 2 SA 0 UK 9

Note: Candidates are not asked to state their gender and so the above numbers are estimates. The distribution of members between the five regions is uneven, with 80% of members in the United Kingdom region. Candidates are either proposed by the Board of Trustees or by a group of 5 or 10 eligible members.

Table 2: Summary of Voting in Ballots

Board/Committee	Eligible to Vote 2016	Voted 2016	Percentage Voted 2016	Eligible to Vote 2017	Voted 2017	Percentage Voted 2017
Board of Trustees	114,174	8,854	7.8%	114,954	10,274	8.9%
Council, Main Boards, Communities Resourcing Committee and Young Professionals Community Committee	161,843	9,785	6.0%	164,574	11,333	6.9%
Communities Committee – Americas (A)	3,186	256	8.0%	-	-	-
Communities Committee – Asia-Pacific (AP)	14,533	818	5.6%	15,216	957	6.3%
Communities Committee – Europe, Middle East and Africa (EMEA)	-	-	-	6,328	722	11.4%
Communities Committee – South Asia (SA)	12,919	573	4.4%	-	-	-
Communities Committee – United Kingdom	-	-	-	126,363	8,739	6.9%

Note: No ballot is held if the number of candidates is equal to or lower than the number of vacancies.

Table 3: Summary of Candidates for Appointment to Boards and Committees

Board/Committee	Candidates 2016	Candidates 2017	Candidates 2016 Gender	Candidates 2017 Gender	Candidates 2016 Region	Candidates 2017 Region
Council	29	36	M 29 F 0	M 33 F 3	A 2 AP 4 EMEA 4 SA 2 UK 17	A 2 AP 8 EMEA 1 SA 3 UK 22
Total Vacancies	3	3	N/A	N/A	N/A	N/A
Total Appointments	3	3	M 2 F 1	M 3 F 0	A 0 AP 0 EMEA 1 SA 0 UK 2	A 0 AP 0 EMEA 0 SA 0 UK 3

Note: Appointments to other Committees are dealt with by the Main Boards. They are omitted from this table as they are not dealt with by the Nominations and Succession Committee.