

## **ANNUAL REPORT OF THE NOMINATIONS AND SUCCESSION COMMITTEE 2018/19**

### **Introduction**

Welcome to the fourth 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.

### **2019 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 2018 elections and appointments, which were the fourth under a new governance structure introduced after a Special General Meeting held on 11 February 2016.

For the 2019 elections, there were 45 candidates, 35 proposed by the membership and 10 proposed by the Board of Trustees (4 for the Board of Trustees, 6 for Council). Of these candidates, 29% were female, 24% 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.

For the second time, candidates were invited to provide a 3-minute video statements to supplement their written statement. Of the 43 candidates in contested elections, 11 provided a video (2018: 19).

The Nominations and Succession Committee recommends three candidates for appointment to Council each year. Drawing from a pool of self-nominated candidates, the Committee

takes 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 recommendations to appoint members to fill casual vacancies 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 source of members for the Main Boards.

The number of candidates fluctuates from year to year and the Committee monitors whether an appropriate level is maintained. It aims for contested elections offering a balanced choice of candidates to the electorate.

### **Diversity and Inclusion**

Diversity and inclusion are particularly important for the future strategy of the Institution. The Board of Trustees encourages a wide representation of member views in terms of gender, age, geographic and sector representation. 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 pleased that the results of the elections in the past two years moved the IET closer to gender parity than at any time in the past. In 2019 those elected were 44% female and 56% male (2018: 29% female and 71% male). Whilst there are annual fluctuations, these figures compare positively with the make-up of the membership (2019: 10% female and 90% 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 2018/19 were:

Chair: Professor J D M Watson CBE FREng MSc DPhil CEng FIET  
Dr I S Belger BSc PhD CEng FIET  
Mr A R Bevington BSc MSc CEng FIET  
Dr P W Bonfield OBE FREng BSc MSc PhD CEng FIET  
Mr M D Carr OBE FREng BSc(Eng) HonDTech CEng FIET  
Ms N W Climer FREng BSc HonDUniv HonDEng CEng FIET  
Dr W D Evans MA DPhil FIET  
Dr S C A Harrison BSc PhD CEng FIET  
Professor D A George MBE BSc MSc PhD FIET  
Mrs V M Hodge BSc MSc CEng FIET  
Miss S E Hubbard BEng IEng MIET  
Mr I H M Murdoch MEng CEng MIET  
Ms T Shlomo BA  
Mr A Spyrou MEng CEng MIET  
Mr N P Winser CBE FREng BSc CEng FIET

The Committee is augmented by the inclusion of one non-member. The Committee met on three occasions between 1 October 2018 and 30 September 2019.

### **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 and Solutions 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 2019.

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:

- Call for Nominations
- Equality, Diversity and Inclusion
- National Honours.
- Policy and Sector Panels
- Senior Governance Roles
- Succession Planning
- Trustee Skill Survey
- Unconscious Bias in IET Elections

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

Board/Committee	Candidates 2018	Candidates 2019	Candidates 2018 Gender	Candidates 2019 Gender	Candidates 2018 Region	Candidates 2019 Region
Board of Trustees	7	6	M 6 F 1	M 4 F 2	A 1 AP 0 EMEA 0 SA 2 UK 4	A 1 AP 1 EMEA 0 SA 0 UK 4
Council	17	19	M 15 F 2	M 14 F 5	A 1 AP 2 EMEA 0 SA 4 UK 10	A 1 AP 4 EMEA 1 SA 2 UK 11
Communities Resourcing Committee	4	3	M 3 F 1	M 3 F 0	A 1 AP 1 EMEA 1 SA 1 UK 0	A 1 AP 1 EMEA 1 SA 0 UK 0
Communities Committee – Americas (A)	1	0	M 1 F 0	M 0 F 0	A 1	A 0
Communities Committee – Asia- Pacific (AP)	2	1	M 2 F 0	M 1 F 0	AP 2	AP 1
Communities Committee – Europe, Middle East and Africa (EMEA)	3	0	M 3 F 0	M 0 F 0	EMEA 3	EMEA 0
Communities Committee – South Asia (SA)	3	1	M 3 F 0	M 1 F 0	SA 3	SA 1
Communities Committee – United Kingdom (UK)	0	2	M 0 F 0	M 2 F 0	UK 0	UK 2
Technical and Professional Networks Communities Committee	1	5	M 1 F 0	M 3 F 2	A 0 AP 0 EMEA 0 SA 1 UK 0	A 0 AP 2 EMEA 1 SA 0 UK 2
Young Professionals Community Committee	3	7	M 2 F 1	M 5 F 2	A 0 AP 0 EMEA 1 SA 2 UK 0	A 0 AP 3 EMEA 0 SA 2 UK 2
Total Vacancies	18	18	N/A	N/A	N/A	N/A
Total Candidates	41	44	M 36 F 5	M 33 F 11	A 4 AP 5 EMEA 5 SA 13 UK 14	A 3 AP 12 EMEA 3 SA 5 UK 21
Total Elected	17	16	M 12 F 5	M 9 F 7	A 1 AP 2 EMEA 2 SA 3 UK 9	A 0 AP 1 EMEA 1 SA 1 UK 13

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 2018	Voted 2018	Percentage Voted 2018	Eligible to Vote 2019	Voted 2019	Percentage Voted 2019
Board of Trustees	115,947	10,902	9.4%	115,360	10,637	9.2%
Council, Main Boards, Communities Resourcing Committee, Technical and Professional Networks Communities Committee and Young Professionals Community Committee	168,289	13,596	8.1%	167,269	12,012	7.2%
Communities Committee – Americas (A)	-	-	-	-	-	-
Communities Committee – Asia-Pacific (AP)	15,648	964	6.2%	-	-	-
Communities Committee – Europe, Middle East and Africa (EMEA)	6,104	691	11.3%	-	-	-
Communities Committee – South Asia (SA)	13,499	2,483	18.4%	-	-	-
Communities Committee – United Kingdom (UK)	-	-	-	130,183	8,992	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 2018	Candidates 2019	Candidates 2018 Gender	Candidates 2019 Gender	Candidates 2018 Region	Candidates 2019 Region
Council	40	55	M 37 F 3	N/A	A 1 AP 2 EMEA 1 SA 4 UK 23	N/A
Total Vacancies	3	3	N/A	N/A	N/A	N/A
Total Appointments	3	3	M 3 F 0	M 2 F 1	A 0 AP 0 EMEA 0 SA 0 UK 3	A 1 AP 0 EMEA 0 SA 0 UK 2

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. In 2019 the candidates were anonymised so there is no data on gender or region.