

6 October 2025

PAPER CLASSIFICATION: OPEN

**Minutes of the Meeting of the
Council
held on Thursday, 2 October 2025 at 13.00 hrs
at IET London: Savoy Place and via Teams**

Present:	Stephen Pybus (Chair)
	Imran Ansari (Deputy Chair)
	Gary Alder
	Kamilla Aliakhmet
	Wolf Byttner
	Stewart Edmondson
	Jonathan Elphick
	Nike Folayan
	Sophie Harker
	Andy Hughes
	Katherine Jackson
	Chiew-Foong Kwong
	Yew Kee Lim
	Sadiq Muscati
	Kenny Otiaba
	Andy Parker
	Anusha Rammohan
	Jim Smith
	Margaret Taggart
By Invitation:	Dawn Ohlson (President)
	Yewande Akinola (Trustee)
	Katy Deacon (Trustee)
	Paul Needham (Trustee)
In attendance:	Ed Almond (Chief Executive and Secretary)
	Fiona Dew (Governance Manager – Engagement)
	Christopher Knibb (Governance and External Engagement Director)

1. Welcome and Introductions

- 1.1. Stephen Pybus welcomed Council members and observers to the meeting and introduced himself as Chair of Council. He introduced the IET President, Dawn

Ohlson, the Chief Executive and Secretary, Ed Almond, and other members of staff including the Executive and the governance team.

- 1.2. Stephen explained that members of the Board of Trustees and the Executive as well as ex-officio members of the Main Boards are welcome to observe Council meetings.
- 1.3. An especially warm welcome was extended to new members of Council.

2. Apologies for Absence

- 2.1. Apologies for absence were received from Jeremy Creasey, Will Drury, Samuel Elegbede, Jez Green, Callum Kidd, Thilini Wasundara and Jennifer Young.

3. Conflicts of Interest

- 3.1. Kenny Otiaba declared he is a Trustee of Foothold.

4. Minutes

- 4.1. The Minutes of the meeting held on 19 June 2025 CO(24)M3, were approved as a correct record.

5. Actions Taken

- 5.1. Council noted the paper CO(25)5 Actions Taken.

6. Council Constitution and Terms of Reference

- 6.1. Council noted the paper CO(25)6 Constitution and Terms of Reference.

7. Volunteer Handbook

- 7.1. Council noted the Volunteer Handbook which had been pre-circulated as part of the meeting pack in Diligent. It was noted that updates are being made to the Volunteer Handbook and it will be circulated again when the next version is released.

8. President's Update

- 8.1. The President started by thanking everyone who attended the President's Address and Dinner the previous evening. She encouraged Council members to reflect on the key messages from the address during discussions in the breakout session later in the meeting.
- 8.2. In particular the President highlighted how we increase both the number of volunteers at the IET and the impact our volunteers have, how we consider the experience volunteers have with the IET, the skills and experience our volunteers bring to their roles and the skills and experiences that they gain through volunteering.

9. Chief Executive and Secretary's Update

- 9.1. Ed Almond gave an oral report on priorities for the 2025/26 session, reminding Council of the three key objectives of impact and relevance, financial sustainability and being a fit for the future organisation.
- 9.2. Ed highlighted that the team are refocusing on membership as the core of the Institution, re-establishing our relationship with industry, differentiating broad appeal

as the IET. Ed reported that in 2026 the IET will be back to break even budgeting and noted that the IET has reduced headcount over the last two years and looked hard at the activities that are undertaken. He also noted that the staff team have been reorganised, a new CRM system introduced and there is a focus on looking for simplification and automation and improving clunky systems.

10. Council Business

- 10.1. Council members were invited to break out into three groups to discuss how Council business can support the President's vision and the priorities outlined by the Chief Executive.
- 10.2. Ideas fed back to the meeting included:
 - Strategies to increase volunteer engagement, including creating a volunteer database, involving local groups, targeting retirees and collaborating with industry partners.
 - Understanding volunteer demographics and motivations, including understanding our data, barriers to volunteering and the importance of understanding volunteer demographics and motivations in order to tailor recruitment.
 - Recognition of impact of volunteering contributions including the need for improving recognition of volunteers, ensuring their contributions are visible and expanding recognition to international volunteers.
 - Employer engagement with volunteering including strategies to education employers, especially small businesses about the benefits of supporting staff volunteering and suggested recognition schemes for employers as well as employees.
 - Volunteer engagement in professional development schemes including integrating volunteering into professional development scheme assessments, and a member confirmed that this was actually already the case.
 - Attracting and supporting young and technology focussed volunteers, challenges and strategies for attracting young people and those with technology backgrounds into volunteering were discussed including supporting skill development and leveraging industry partnerships.

Post Meeting Note: The notes from the workshop will be passed to the Volunteer Engagement Board as the governance committee responsible for oversight of Volunteering.

11. Main Boards

- 11.1. Katy Deacon, Chair of the Equity Diversity and Inclusion Board gave an oral report on the meeting earlier in the day, including the transition of the Young Professionals Committee to the EDI Board, progress on the progression framework, diversity data initiatives and the Young Woman Engineer awards.
- 11.2. Paul Needham, Chair of the Interim Knowledge Solutions and Membership Board shared some insights from the meeting, highlighting membership trends, a post Covid recovery of membership and fellowship numbers, fellowship engagement and the financial contribution of members to the IET.

- 11.3. Yewande Akinola, Chair of the Volunteer Advisory Board reported on the meeting highlighting the Board's support for the investing in volunteers framework, plans for a volunteer conference, and ongoing transformation work with Local and Technical Networks. It was also noted that a virtual listening session with the President would take place during October giving volunteers an opportunity to engage directly and share suggestions.

12. Any Other Business

- 12.1. No other business was brought to the meeting, but a request was made to bring financial information to the Council meeting as happened in June 2025.

Date of Next Meeting

Future meetings of the Council have been scheduled as follows:

- Thursday, 5 March 2026 via Teams
- Thursday, 25 and Friday, 26 June 2026 at IET Birmingham: Austin Court