



Council resolution to the 2021 AGM

Proposed amendments to the CIEP Regulations – revised version following member consultation

The Council proposes the following changes to the **CIEP Regulations** to enable better recruitment and support of Council members. Changes/additions to the *current* Regulations are marked in red. *Revisions* following member consultation are highlighted in yellow. Please read the accompanying **discussion paper** for an explanation of why we are proposing these changes.

Regulation	Proposed new wording	Reasons for change / notes
8.1 Election of members to the Council	The following members are eligible to be elected to the Council for a two-year term: a. Current Council members who have served no more than six years in total (consecutively or non-consecutively) . b. Voting Members who are willing to be elected and who have been properly nominated in accordance with the Institute's procedures, as set out in regulation 8.3 .	For clarification of the term of office. To take account of the proposed new recruitment process.
8.2 Requirements for nomination, election, appointment and retention	8.2.1 The Council shall have the power to propose such requirements for the nomination, election, appointment and retention of members of the Council as it considers necessary from time to time, including: a. Eligibility criteria for election or appointment to the Council. b. Procedural arrangements for the recruitment of members of the Council. c. Performance management criteria and procedures for members of the Council. d. A procedure for the non-voluntary removal of a member of the Council.	New regulation to enable the new recruitment process. To allow for establishing a Nominations Committee, which will work with the Council on improving the recruitment process. It will also act as a safeguard, as Council proposals will need to be approved by the committee.

	8.2.2 The Council shall appoint a Nominations Committee. Any requirements proposed by the Council under regulation 8.2.1 shall be subject to approval annually by the Nominations Committee.	
8.3 Procedure for nomination of members for election to the Council	<p>8.3.1 Any eligible nominee for election to the Council shall be proposed and seconded in writing on the relevant form.</p> <p>8.3.2 The proposer and the seconder shall be Voting Members of the Institute entitled to attend and vote at the general meeting at which the election will take place.</p> <p>8.3.3 The nominee, the proposer and the seconder shall all sign and date the completed form, which must be received by the Council in electronic or hard copy at least 28 working days before the date of the general meeting at which the election will take place.</p>	<p>To renumber regulation 8.2 as 8.3.</p> <p>To bring forward the date for submitting nominations.</p> <p>Basic eligibility (being a Voting Member) and method of nomination remain unchanged.</p>
8.4 Number of Council members	[Text remains unchanged, except numbering]	To renumber regulation 8.3 as 8.4.
8.5 Chair and vice-chair(s) of the Institute	[Text remains unchanged]	To renumber regulation 8.4 as 8.5.
8.6 Time limitations for Council members	No person may be a Council member for more than eight years in total. This includes any period during which a Council member is appointed to the Council without being elected by Voting Members under regulation 8.4.3.	<p>To clarify that this means the period after co-option.</p> <p>To renumber the cross-referenced regulation.</p>
9.10 Payments of expenses to officers of the Institute and to Council and committee members	9.10.4 The Council shall appoint a Remuneration Committee. Any fees proposed by the Council that are paid by the Institute and do not require approval by Voting Members, including the hourly rate and specified number of hours for clause 9.10.3 above, shall be subject to approval annually by the Remuneration Committee.	To mirror the wording of new regulation 8.2.2 (Nominations Committee), to clarify the meaning of approval by the committee of Council proposals.

<p>10.2 Frequency and location of Council meetings</p>	<p>10.2.1 The Council may determine the number and frequency of Council meetings, but must meet at least four times between the beginning and end of the Institute's financial year.</p> <p>10.2.2 Meetings may be held in person or remotely by means of an audio-and/or video-conferencing facility that supports communication among the Council.</p>	<p>To clarify the meaning of financial year.</p> <p>To reflect current working practices where most meetings are held online rather than in person.</p>
<p>10.4 Conduct of Council</p>	<p>10.4.5 The result of an electronic poll of all Council members shall be as valid and effectual as if it had been passed at an in-person Council meeting.</p>	<p>To reflect current working practices where most meetings are held online rather than in person.</p>
<p>12.2 Procedure for the non-voluntary removal of a Council member</p>	<p>12.2.1 A Council member may be removed before the expiration of their elected period of office if:</p> <ul style="list-style-type: none"> a. A complaint against the member of Council under regulation 11.1 is upheld. b. The member of Council has not met the performance management criteria established under regulation 8.2 or, in the opinion of the Council, has otherwise failed in their duties and responsibilities to the Institute. <p>12.2.2 The Council shall not seek the non-voluntary removal of a Council member without due process, to include the offer of support and training to remedy issues arising.</p> <p>12.2.3 The Council shall not be obliged to disclose the reasons for the non-voluntary removal of a member of the Council, except to the Nominations Committee.</p>	<p>To revise the procedure in line with the proposed new regulations.</p>

20 August 2021