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Dear Voting Member,

It is now time for some elected Members to stand down and elect or re-elect your representatives on the Institute's Council and Board. This email is being sent to Voting Members of the Institute (Fellow and Member grades) and Key Contacts of Corporates.

NB. It has been agreed with Council that we make it easier for motivated Members to nominate themselves. You no longer need supporters – you can just nominate yourself.

You are entitled to stand for election to Council to represent either **Individual** Members or **Corporate** Members. The Patrons elect their own representatives to Council via Patrons Group and IAM Chapters (once fully incorporated) also appoint their own representatives.

You must be a current (paid-up!) Member or Fellow (MIAM/FIAM) in order to vote or stand for election. Your organisation must be a current (paid-up!) Corporate Member to stand in that constituency.

Council is the Institute's representative body, see www.theIAM.org/Council and Council Members are expected to take responsibility for various initiatives throughout the year, such as joining IAM Committees, as well as attending Council meetings. Council Members are required to commit to active representation of the whole Membership - and the Board thanks them all for their support.

I have described the main role and responsibilities of Council Members below to help you understand the commitment you would be taking on if elected.

Elected Corporate Members may choose any of their employees to represent them - and that representative should be described in the Candidate Statement (but we understand that changes of roles can mean a change of this representative during the tenure of the elected Corporate organisation). If you would like your organisation to stand for election, please contact your Key Contact and ensure they submit a statement and photo. (If you do not know who your Key Contact is, please email us at Office@theIAM.org)

Board comprises the legal directors of the Institute, see www.theiam.org/about-us/governance/board-of-management. Board Members are volunteers but carry significant responsibilities and spend considerable time on IAM business and meetings as we expand our activities. **Please consider whether or not you have the time to devote to this before standing.** Also, please note that anyone interested will need to be considered first by Nominations Committee before being approved as a Candidate. (You will need to supply information and attend a short interview.)

You would not normally consider standing for Board unless you have already been serving on Council or as a leading member of a Committee, Project or Chapter and you are familiar with the role of Board Members. If you want more detail, please contact David McKeown.

If you wish to stand, please send details as soon as possible and in any case **BEFORE FRIDAY 9th November** to Elections@theIAM.org attaching your Candidate Statement (see the Nominations Form) and a passport type photograph (ideally high resolution colour JPG) explaining why you wish to be considered.

You are entitled to stand against the IAM's nominations in the election (see next page).

The elections will be available online through the IAM website at the end of November and the results will be announced at the Annual General Meeting on 9th December 2020.

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Information about the number of seats and roles:

COUNCIL

There are 2 places vacant for Individual Members and 2 places vacant for Corporate Members.

Those continuing to serve for next year will be: **Individual** Members: Mark Kaney and Shimona Shodipo; and representing **Corporate** Members: Atkins plc (Gareth Vest).

The IAM will be nominating the following for re-election: Individual Members: Ashley Barratt; and for Corporate Members: Arcadis (David Porter) and Planifika (Bernard Gaudreault).

Council is established by the Board for the purposes explained below and governed by Byelaws. Council is expected to:

- a) Consider and approve matters of strategy and long-term policy;
- b) Prioritise and initiate projects and other streams of work, sometimes establishing Committees or independent teams, in particular approving alliances, associations and joint working arrangements with other bodies;
- c) Take responsibility for the delivery of the objectives set and/or agreed for Committees or other groups or teams;
- d) Review business plans and budgets and hold Board to account, in extreme cases to require the Board formally to consider a Resolution of Council;
- e) Review the constitution and Byelaws of the IAM and recommend changes as appropriate, establish Chapters, Country Vice Presidents, appoint Honorary Fellows, set Codes of Conduct and define categories of membership and their entry requirements.

Council has the right to be consulted and kept informed by the Board on:

- a) The Institute's business plans;
- b) The progress towards the attainment of any object if set forth in those plans;
- c) Significant developments or anticipated developments regarding the affairs of the Institute;
- d) The manner in which the Board responded to a Resolution of Council.

The duties of Council members are:

- a) To attend meetings of Council and to make decisions on behalf of IAM members as appropriate on the matters placed before them; and
- b) To join and contribute actively on Institute Committees and other work; and
- c) To ensure that the objectives for which the Institute has been established are progressed in a professional and satisfactory manner.

Council Members are NOT directors and are NOT legally accountable for the governance of the Institute. Please make sure that you can devote the necessary time to fulfil the duties.

BOARD (Board of Management)

Board Members ARE legally accountable as directors of the Institute, so please make sure your employer is content that you take on such legal obligations before standing for election.

There are 5 places vacant on the Board of Management. Those continuing to serve for next year will be: Ursula Bryan (President) and Christian Roberts (Deputy President).

The IAM will be nominating the following for election: David Bowcott, Oliver Foerster and Boudewijn Neijens and the following for re-election: Richard Edwards (Past President), Andrew Jinks.

For further information, please contact David.McKeown@theIAM.org or consult the documents at www.theIAM.org/about-us/documents-reports

David McKeown

IAM Secretary