

Corporate Responsibility Advisory Group

Accountability

1. The Corporate Responsibility Advisory Group (the “Advisory Group”) advises and reports to the Corporate Responsibility Committee (the “Committee”).

Composition

2. The Advisory Group will comprise up to fifteen members plus the chair of the Committee.
3. The Advisory Group will represent the Institute’s external stakeholders and will therefore be made up of leaders in business and public life. Membership of the Institute will be incidental to their selection for the Advisory Group and it is anticipated that non-members will form the majority.
4. The chair of the Advisory Group will be appointed by Council on the recommendation of the Nominating Committee. The members will be appointed by the Nominating Committee.

Quorum

5. A quorum at a meeting of the Advisory Group will be one third of the number of members of the Committee (rounded upwards where appropriate).

Powers and authorities

6. The Advisory Group is responsible for influencing and advising the Committee on the development of the Institute’s strategy, policies and other undertakings on corporate responsibility and wider sustainability issues.
7. The Advisory Group has the following specific responsibilities:
 - (a) providing to the Committee an external, broader perspective on corporate responsibility and wider sustainability issues, ensuring that the Committee is informed about the views of the Institute’s stakeholders;
 - (b) identifying, and drawing to the attention of the Committee for consideration and action, emerging major issues and areas of work on corporate responsibility and wider sustainability issues that are relevant to members or appropriate to the Institute’s public interest role;
 - (c) offering insight and challenging the Committee in their various fields of expertise on specific projects;
 - (d) providing networks of expertise;
 - (e) supporting the Institute’s representation activities; and
 - (f) helping identify and provide speakers for conferences, symposia and other events that the Institute organises or hosts on corporate responsibility and wider sustainability issues.

Modus operandi

8. The Advisory Group will carry out its responsibilities within the framework of general duties and procedural requirements for Committees in Annex 6 of the Scheme of Delegations.
9. The Advisory Group will usually meet twice a year
10. In addition, the chair of the Advisory Group will usually meet with the Executive Director, Technical and the Manager, Corporate Responsibility twice a year to discuss the agenda for the Advisory Group and confer on any matters that Advisory Group members have raised outside of their formal meetings.