

Local Member Groups: Terms of Reference

Delegated Authority

By-Law 91 Regs 5,6,7	The Board may delegate any of its powers (other than the power to borrow money) to standing or special committees of the Board consisting of members (Voting or Non-Voting) provided that the chairman of such a committee is a Voting member.
By-Law 91	Board of Trustees > Member Engagement Committee > National Board (where appropriate) > Local Member Groups

Purpose

To provide a platform for the fulfilment of IChemE's objective, to advance the contribution of chemical engineering worldwide for the benefit of society, by delivering consistent engaging programmes of activity, stimulating member involvement and driving engagement and enhancing value.

Duties

Local Member groups are geographically bound, regional communities supporting local engineers. LMGs organise events, co-ordinate local mentoring and continuous professional development (CPD) support. Their activity programmes offer opportunities for members to network, share ideas and promote chemical engineering at a regional level, and are tailored to meet local needs.

Membership

Group management is carried out by a committee elected at the group's Annual Meeting (AM). Ordinary committee members must be current members of IChemE, and the Chair and Treasurer must be Chartered Members unless otherwise authorised by the Board of Trustees. Representation from all membership grades is encouraged. In addition to the standard committee, stated above, non-members can be co-opted to the committee to represent other engineering disciplines.

Quorum

Committee meetings will be called by the Chair. For the meeting to be valid, the following must attend:

- (a) the Chair (or in their absence, another member of the committee should be elected) to chair the meeting.

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- (b) the Secretary (or in their absence, another member of the committee) to record the minutes; and
- (c) at least two other committee members.

Meetings

A minimum of two committee meetings must be held every year. One of these will be the Annual Meeting (AM).

Conduct of members

All members of the LMGs accept the terms of the IChemE Code of Conduct for Members and all relevant policies to apply to their behaviour online, including their participation on any platforms reserved for LMGs, such as member-only forum, official social media accounts or direct online correspondence and in face-to-face interactions.

Any substantial breach of the Code of Conduct may lead to a notification of unacceptable behaviour and a warning or, for any significant breach or breaches (in the reasonable opinion of IChemE), the end to the services to a Local Member Group or, where appropriate, disciplinary action

In addition to the terms above, please refer to the IChemE Terms of Reference Appendix A and the IChemE Social Media guidelines