
Terms of Reference of the Working Group

Purpose

The International Integrated Reporting Committee (IIRC) has been established to develop and support the adoption of an integrated reporting framework that will:

- support the information needs of long-term investors by showing the broader and longer-term consequences of decision-making;
- reflect the interconnections between environmental, social, governance and financial factors in decisions that affect long-term performance and condition, making clear the link between sustainability and economic value;
- provide the necessary framework for environmental and social factors to be taken into account systematically in reporting and decision-making;
- rebalance performance metrics away from an undue emphasis on short-term financial performance; and
- bring reporting closer to the information used by management to run the business on a day-to-day basis.

Principal responsibilities

The principal responsibilities of the IIRC Working Group (WG) will be to:

- draw up proposals for short, medium and long term governance arrangements of the IIRC or its eventual successor including nomination process, relationship with existing organisations, remit, role and responsibilities and funding;
- develop proposals relating to the scope and content of integrated reporting, including an outline work plan covering areas that need to be addressed by the IIRC prioritising those aspects that require most urgent attention;
- commission additional research, as needed, to support recommendations made;
- develop and execute engagement and communication plans to gain support from key stakeholder groups, including governments, regulators, companies and investors; and
- leverage WG member networks to achieve the outcomes set out above.

Membership

Membership of the WG will include international representation from the following stakeholder groups: companies, investors, regulators and standard-setters, intergovernmental organizations, academia, the accounting profession

and civil society. Members will sit on the WG as representatives of their organisations, in addition to bringing individual expertise.

The Working Group will be co-chaired by Paul Druckman, The Prince's Accounting for Sustainability Project (A4S) Executive Board Chairman, and Ian Ball, Chief Executive Officer, International Federation of Accountants (IFAC). The project secretariat will be jointly resourced by A4S, the Global Reporting Initiative and IFAC.

Members will not be represented by deputies at meetings. In certain circumstances, the Chairmen may approve the appointment of an agreed IIRC taskforce member to act as alternate.

Meeting frequency and location

The Working Group will meet three times per year, each for a one day session. Meetings will be held in London unless otherwise agreed by Working Group members.

Working Group members will provide additional input on specific matters as required to execute the responsibilities set out in these Terms of Reference. This input will be through conference calls, contribution to draft papers and reports, participation in smaller sub-committees and other means as appropriate.

Duration of the WG

The Working Group will continue to exist until the work is handed over to a new or existing body, or the IIRC decides to disband the Working Group.