**UNIVERSITY OF LEICESTER**

**NOMINATIONS COMMITTEE**

**16 September 2021**

**Annual Report of the Nominations Committee for 2020-21**

**Purpose of this report**

1. The Nominations Committee reports to Council and to Court from time to time, as required by the flow of business, but by long-standing arrangement does not present its minutes to either body. Instead, it reports by way of specific recommendations to whichever body is appropriate, and otherwise submits an annual report to Council.

2. This is the Nominations Committee’s Annual Report to Council for 2020-21, covering relevant activity in the period from 1 August 2020 to 31 July 2021. It was approved by the Committee at its meeting held on 16 September 2021. Council is asked to note this report, which will be published on the University’s website.

**Membership**

3. The membership of the Nominations Committee includes lay members, in a strong majority, and staff members of Council. In the period covered by this report the membership was as follows:

 **Lay members**

 Gary Dixon Member and Chair throughout

 Janet Arthur Member throughout

 Martin Cullen Member throughout

 Sophie Dale-Black Member throughout

 Ian Johnson Member throughout

 Carole Thorogood Member throughout

 **Staff members**

Edmund Burke Member throughout

 Nishan Canagarajah Member throughout

4. Geoff Green, the University’s Registrar and Secretary, was in attendance at all meetings of the Committee.

5. Routine secretarial support to the Committee was provided by Neil Cox, Governance Office.

6. Activity in the period covered by this report was considered by the Committee at meetings held on 11 September 2020 and 4 February and 4 June 2021. The outcome of business during the year is summarised below.

**Lay members of Council - new appointments and succession planning**

7. 2020-21 was not a year in which it was necessary to make any new appointments to fill any existing lay vacancies on Council. However, the Committee did give advance consideration to forthcoming vacancies on Council that were scheduled to arise over the next two years. The Committee noted that Martin Hindle would be required to retire from Council on 31 July 2021, followed by Andrew Morgan, Vijay Sharma and Carole Thorogood on 31 July 20022, all due to their having completed the normal maximum of 9 years’ continuous service as lay members of Council.

8. The Committee agreed that it would seek to fill these four vacancies in a single exercise, later in 2021 or in early 2022, so as not to deter potential applicants who might be put off by the August 2022 start date for three out of the four places on offer. The Martin Hindle vacancy will remain unfilled until then, in line with normal practice in these circumstances, with a comfortable quoracy margin for Council meetings in the meantime.

9.In terms of the actual recruitment process, the Committee has agreed that this might feature a number of different elements including, for example, direct approaches to individuals, a circular to alumni, and paid-for advertisements/search services. The Committee will discuss this in more detail at its first meeting in 2021-22, with appropriate advice and suggestions from Human Resources, in order to develop a suitable recruitment plan.

**Council Skills Matrix**

10. In anticipation of the next lay recruitment round the Committee has considered Council’s latest skills matrix, including in relation to the skills and experience of the four retiring lay members referred to above. The Committee has identified estates and digital innovation as two prominent gaps that will be prioritised, but other possible gaps in areas such as philanthropy and fundraising, international, and experience in large public sector/government departments will also be taken into account. The Committee will be mindful of other key considerations such as Council’s gender balance and ethnic diversity.

**Lay members of Council - reappointments**

11. At its meeting held on 6 July 2021 Council approved a recommendation from the Nominations Committee that the appointment of Azam Mamujee as a lay member of Council be extended for a further three-year term, from 1 August 2021 to 31 July 2024.

12. In the period covered by this report there were no other lay appointments to Council that needed to be reviewed or extended by the Committee, and no further recommendations were presented to Council or Court.

**Appointment of new Full and Associate Members of Court**

13. During 2020-21 Council approved recommendations from the Committee for the following individuals to be invited to be appointed as Associate Members of Court, each to serve for a three-year term in the first instance:

Name Academic Area

Janet Ainley\* Education

Peter Andrew\* Respiratory Science

Raymond Dalgleish\* Genetics and Genome Biology

Martin Dzelzainis English

Ian Forsythe\* Neuroscience, Psychology and Behaviour

Robert Garner\* Politics

Irene Gottlob\* Neuroscience

Cosmo Graham\* Law

George (Don) Jones\* Biological Sciences

Clive Marsh Lifelong Learning

Julian Osborne\* Physics and Astronomy

Kevin Schurer\* History

Nicole Snashall\* Mathematics

Richard Willingale\* Physics and Astronomy

\* Invitation accepted

14. As at the time of writing this report the current total membership of Court stood at 99 Full and 107 Associate members respectively. There is no specified maximum for the total membership number in either category, although the 2015 review of the membership of Court proposed that the total number of Full members should be maintained at around 100. Associate members of Court do not attend the annual meeting.

**Attendance monitoring**

15. On the recommendation of the Nominations Committee, and agreed by Council, the attendance records of members of Council at meetings of Council and its four key ‘compliance’ committees were published for the first time within the University’s Financial Statements for 2016-17. This information has since been published annually in the Financial Statements.

16. At its meeting in September 2020 the Committee reviewed the 2019-20 attendance record of all Council members at meetings of the governing body, and the attendance record of Council members serving on the four key ‘compliance’ committees of Council – the Audit, Finance, Nominations and Remuneration committees. Due to the impact of the Covid-19 pandemic the pattern of meetings in the second half of the year was somewhat different to what had been planned originally. Meetings moved online, additional meetings were inserted where necessary, and efforts were made to reduce running times where possible. The Committee identified no concerns with members’ attendance records during 2019-20, and these were subsequently published in the Financial Statements for that year.

**Action required**

17. Council is asked to note this report, which will be published in due course on the University’s website.

**Rebecca Lord**

**Assistant Secretary to Council**

**21 September 2021**