

UNIVERSITY OF LEICESTER

COUNCIL

3 October 2018

Annual Report of the Nominations Committee for 2017-18

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 the 2017-18 academic year but for the sake of completeness it actually covers the period from 1 August 2017 to 30 September 2018.

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

Bridget Towle (Chair)
Janet Arthur
Gary Dixon
David Moore (until 31 July 2018)
Ian Johnson
Steph Osborn
Carole Thorogood (from 1 August 2018)

Staff members

Paul Boyle
Mark Peel (until 31 December 2017)
Edmund Burke (from 1 August 2018)

4. The Registrar and Chief Operating Officer was also regularly in attendance at meetings and secretarial support to the Committee was provided by Neil Cox, Governance Office.
5. In the period covered by this report there were five 'ordinary' meetings of the Nominations Committee, held on 16 September and 8 December 2017; and on 1 February, 2 May and 3 September 2018. The outcome of business arising from these meetings is summarised below.

Appointment of Treasurer

6. The Committee invited current lay members of Council to submit written expressions of interest in serving as Treasurer, following the retirement of David Moore. After discussions with the one confirmed applicant Council approved a recommendation from the Committee for the appointment of Gary Dixon as Treasurer, effective for an initial term of three years commencing on 1 August 2018.

New appointments to Council and 'Fit and Proper Persons'

7. Following a process of public advertisement, shortlisting and interview, which generated over 40 applications, Council and Court approved recommendations from the Committee for the appointment of two new lay members of Council, as listed below, both for an initial term of three years commencing on 1 August 2018:

Azam Mamujee (appointment made by Council, replacing Gary Dixon)
Anil Majithia (appointment made by Court, replacing Dominic Luckett)

8. In reflecting on the appointment process for new members of Council the Committee recommended to Council, and Council agreed, that all members of Council (and members of ULT) would be required to complete and sign an annual fit and proper persons declaration form, based on the model form issued by HMRC. A full set of declarations were made for 2017-18 and no problems were identified from these. The Committee agreed that an additional 'indicator' would be added to the declaration form for 2018-19, relating to involvement with HE providers whose registration had been refused or revoked by the OfS.

Re-appointment to Council

9. Council approved a recommendation from the Committee for the re-appointment of the following lay member of Council, for a third and final three-year term effective from 1 April 2018:

Martin Hindle

New appointments to Court

10. Council approved recommendations from the Committee for the following to be invited to be appointed as Full Members of Court, to serve until 31 December 2020 in the first instance:

- a. Full Members (serving in a personal capacity, and all invitations were accepted)

Laurence Howard
Peter Lawson
Neville Reed

- b. Associate Members (Emeritus Professors)

Eight new Emeritus Professors were invited to become Associate Members of Court, and four invitations were accepted:

Dawei Gu	Engineering
Nick London	Medical Education
Keith Snell	History, Politics and International Relations
Rick Thomas	Computer Science

11. Further recommendations from the Committee regarding appointments to Court are a separate agenda item for the Council meeting on 3 October 2018.

Appointment of lay members of University committees

12. The Committee reviewed, agreed and reported to Council on the appointment of lay members to serve on University committees in 2018-19.

Appointment of Chancellor

13. The Committee concluded the process for the recruitment of a new Chancellor to succeed Bruce Grocott, with a recommendation for the appointment of David Willetts. This recommendation was endorsed by Council and formally approved by Court at its Annual Meeting held on 9 February 2018.
14. A Ceremonial Governance Task and Finish Group has since been established to consider the process by which Chancellors might be appointed in the future. This work will continue into 2018-19 and the Group will provide a final report and recommendations for consideration by the Nominations Committee and then Council in due course.

Appointment of Chair of Council

15. At its meeting on 3 September 2018 the Committee (chaired by the Treasurer for this particular item) considered possible approaches to the process for the appointment of a new Chair of Council, following the current Chair's decision to retire from Council on 31 July 2019, at the end of her second 3-year term in the position. A detailed paper on this, with recommendations from the Committee, is included as a separate agenda item for the Council meeting on 3 October 2018.

Attendance monitoring

16. The Committee monitored the 2017-18 attendance record of all Council members at meetings of the governing body, and also monitored the attendance record of Council members serving on the four key 'compliance' committees of Council – the Audit, Finance, Nominations and Remuneration committees.
17. On the recommendation of the Nominations Committee, and agreed by Council, the attendance records of members of Council at meetings of Council and the four key 'compliance' committees were published for the first time within the University's Financial Statements for 2016-17. This information will continue to be published on an ongoing basis.

Remuneration issues

18. At the start of 2017-18 the Committee reflected on national media coverage of vice-chancellor's pay and remuneration, and that of other senior HE staff, and the operation of remuneration committees in the sector generally. The Committee recommended to Council and Council agreed that, in the interest of clarity and good governance, no University staff should be included as members of the Remuneration Committee. Its constitution was amended, before its programme of work commenced in 2017, to consist solely of lay members of Council.
19. Senior staff remuneration has been identified by the Office for Students as a particular topic that it will focus on during 2018-19, and a new HE Remuneration Code was published by the CUC in June 2018. Council has already approved some initial changes to the terms of reference of the Remuneration Committee for 2018-19, and further revisions are likely as the national situation continues to develop.

Donations and naming opportunities

20. On behalf of Council the Committee now plays a significant role – in place of the disestablished Strategic Fundraising Committee - in the process for the acceptance of significant donations to the University and in the naming of University buildings, rooms, open spaces and other facilities.
21. With regard to donations, during 2017-18 Council approved a revised Gift Acceptance Policy which authorizes the Nominations Committee to take decisions on the acceptance of all gifts with a value of £1 million or higher, although still with the facility for complex or controversial cases to be referred for a decision by the full Council. In the period covered by this report the Committee approved the acceptance of the following gifts:
 - i. £1 million from Leicester City Football Club, for the purpose of naming a *Leicester City Football Club Professorship in Child Health*, in the College of Life Sciences;
 - ii. £1 million from Bob Woods MBE, for a professorship to establish and lead a *Centre for Environment, Health and Sustainability*, in the College of Life Sciences.
22. With regard to namings, the Committee has considered the University's proposed new Naming Policy and has agreed to recommend this for approval by Council (as a separate item on the Council agenda for the meeting on 3 October 2018).
23. In the period covered by this report, pending Council's formal approval of the new Naming Policy, the Committee has dealt with two urgent naming issues:
 - i. it recommended to Council, and Council approved, the naming of the new health sciences building as the *George Davies Centre*;
 - ii. it approved directly the naming of the main lecture theatre in the *George Davies Centre* as the *Chetwode Lecture Theatre*.

Review of Council's effectiveness

24. Following the external review of Council's effectiveness, conducted in May 2017, Council agreed that responsibility for examining the various detailed recommendations and suggestions contained in the report from the review, and for bringing back proposed responses/actions for consideration by Council, would rest with the Nominations Committee. The Committee considered the report in detail over two separate meetings during 2017-18, and its final responses and recommendations were approved by Council at its meeting on 14 May 2018, for implementation from 1 August 2018.

Action required

25. Council is asked to note this report.

Neil Cox
Assistant Secretary to Council
11 September 2018