

UNIVERSITY OF LEICESTER

COUNCIL

1 OCTOBER 2019

Annual Report of the Nominations Committee for 2018-19

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 2018-19, as approved by the Committee at its meeting held on 4 September 2019. 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, 1 August 2018 to 31 July 2019, the membership was as follows:

Lay members

Bridget Towle	Member and Chair throughout
Gary Dixon	Member throughout
Janet Arthur	Member throughout
Ian Johnson	Member throughout
Carole Thorogood	Member throughout
Steph Osborn	Member to 31 May 2019

Staff members

Paul Boyle	Member to 31 March 2019
Edmund Burke	Member throughout

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 three 'ordinary' meetings of the Committee, held on 3 September 2018 and on 31 January and 17 June 2019. One 'special' meeting was held on 15 October 2018. The outcome of business arising from these meetings is summarised below.

Appointment of Chair of Council

6. Following Bridget Towle's decision to retire from Council on 31 July 2019 the Committee invited current and recently retired lay members of Council to submit written expressions of interest in being appointed to succeed her as Chair of Council. These lay members were also invited to encourage suitable candidates from amongst their own personal and professional networks to submit expressions of interest in the position, the role description and specification for which had been formally approved by Council.
7. Ultimately, two serving lay members of Council expressed an interest in being considered for the position. There were no late applications and no 'external' candidates. As requested by Council the Nominations Committee established a Selection Panel which met with and interviewed the two candidates on 22 November 2018. The membership of the Selection Panel was as follows:

Ian Johnson (Chair)	Lay member of Council, Chair of Audit Committee
Janet Arthur	Lay member of Council
Martin Hindle	Lay member of Council
Carole Thorogood	Lay member of Council
Edmund Burke	Staff member of Council, Deputy Vice-Chancellor
Sandra Dudley	Staff member of Council, Head of Museum Studies
Amy Moran	Student member of Council, President of the Students' Union
Stuart Palmer	Chair of Council, Cardiff University; ex-Deputy VC, University of Warwick

8. The Selection Panel agreed to recommend to Council that Gary Dixon be appointed as the next Chair of Council, effective from 1 August 2019 for an initial term of 3 years. This recommendation was approved by Council at its meeting held on 31 January 2019.

Appointment of Vice-Chair of Council

9. The Committee considered and endorsed a proposal, with an accompanying role description, that Council should formally appoint a designated Vice-Chair of Council from amongst its own lay membership, not just to cover for absences of the Chair but also to act as a sounding board and intermediary for other members in the event of significant concerns within Council, or in its relationship with senior management.
10. The Committee emphasised that the appointment of a Vice-Chair would carry no implications or assumptions for the appointment of a future Chair of Council, or for how any future vacancy in the role of Chair might be managed by the Council; and it would not exempt the postholder from the normal maximum of nine years' continuous service on Council.
11. Council subsequently approved recommendations from the Committee that the role of Vice-Chair of Council should be formally established, and that Vijay Sharma should be appointed to this position, effective from 1 August 2019 for a period of three years.

Appointment of Treasurer

12. Following the appointment of Gary Dixon as the next Chair of Council the Committee invited current lay members of Council to submit written expressions of interest in being appointed to succeed him as Treasurer. Following discussions with the one confirmed applicant for this position Council approved a recommendation from the Committee for the appointment of Ian Johnson as Treasurer, effective from 1 August 2019 for an initial term of 3 years.

New lay appointment to Council

13. The appointment of Ian Johnson as the University's next Treasurer created a 'standard' lay vacancy on Council that needed to be filled from 1 August 2019. Council approved a recommendation of the Nominations Committee that Richard Tapp be appointed to fill this position for an initial term of three years. Richard Tapp was an outstanding candidate who was shortlisted and interviewed formally in the Committee's 2018 lay recruitment round, and he had served as a co-opted member of the University's Audit Committee since June 2018.

Re-appointments to Council

14. a. Council and Court, as appropriate, approved recommendations from the Committee that the appointments of the following lay members of Council should be extended for a further three-year term, from 1 August 2019 to 31 July 2022:

Mehmooda Duke	Appointed to Council by Court
Vijay Sharma	"
Janet Arthur	Appointed to Council by Council itself
Andrew Morgan	"
Carole Thorogood	

- b. Council approved a separate recommendation of the Nominations Committee that, exceptionally, Martin Hindle's final term of appointment on Council be extended by four months beyond the normal maximum of nine years' continuous service, from 1 April 2021 to 31 July 2021, to correct the anomaly of a mid-year end date. Extensions beyond the normal maximum service limit are rare and require the explicit approval of the full Council in all cases.

Appointment of new Associate Members of Court

15. Council approved recommendations from the Committee for the following emeritus professors to be invited to be appointed as Associate Members of Court, to serve until 31 December 2022 in the first instance:

<u>Name</u>	<u>Department/School</u>
Nisha Dogra	Neuroscience, Psychology and Behaviour
Richard Evans	Molecular and Cell Biology
John Lees*	Physics and Astronomy
Jon Scott*	Life Sciences
John Thompson*	Health Sciences
Simon Wagner*	Cancer Research Centre
Andy Wilson*	Health Sciences

*Invitations accepted

'Fit and Proper Persons'

16. The Committee oversees the process by which all members of Council (and the Executive Board) are required to complete and sign an annual fit and proper persons declaration form, based on the fit and proper indicators cited by HMRC and the OfS. A full set of declarations were made for 2018-19 and no problems were identified from these.

Appointment of lay members of University committees

17. The Committee reviewed, agreed and reported to Council on the appointment of lay members to serve on (and to Chair, where applicable) University committees in 2019-20.

Appointment of Chancellor

18. The Committee considered the final report of the Ceremonial Governance Task and Finish Group (TFG) which had been established to consider the process by which Chancellors might be appointed in the future. The TFG had focussed on the development of a more widely publicized and open process for staff, students and alumni to be able to make nominations for this position. The TFG's main proposal was for the establishment, when next required, of a Chancellor Selection Committee, which would be an expanded version of the current Augmented Nominations Committee (for the appointment of the Chancellor) with five additional staff members and three additional student members. This Committee would still make a recommendation on the appointment to Council, which would in turn make a recommendation to Court, in accordance with the established procedure.

19. The Committee endorsed the above proposal, which was subsequently approved by Council.

Attendance monitoring

20. The Committee monitored the attendance record of all Council members at meetings of the governing body during 2018-19, and also monitored the attendance record of any Council members appointed to serve on the four key 'compliance' committees of Council – the Audit, Finance, Nominations and Remuneration committees. This information is published annually within the *Financial Statements*. Any apparent unsatisfactory attendance, where identified, is raised with the member concerned by the Chair of Council.

Naming Policy and Proposals

22. The Committee considered and recommended for approval by Council the University's new policy for the naming of University buildings, rooms, open spaces and other facilities. This was approved by Council at its meeting held on 3 October 2018, and implemented with immediate effect.
23. Under the Policy the Nominations Committee is responsible for the approval of all honorific naming proposals, and all philanthropic naming proposals over £1 million in value. The Committee approved an honorific proposal for the naming of the new teaching and learning building at Freeman's Common as the *Robert Burgess Building*, after the University's former Vice-Chancellor (1999-2014).

University Governance

24. The Committee considered an updated summary of the University's compliance with the CUC's current *Higher Education Code of Governance*, and agreed that there were no obvious urgent gaps that needed to be addressed in the short term. However, the CUC is currently working on a brand new edition of the *Code* which was originally planned to be published by the end of 2019 but is now not expected to be published until sometime in 2020. The Committee will review the requirements of the new *Code*, and any other recent issues in HE governance, and make recommendations to Council in due course on any appropriate action that may need to be taken in the light of this.
25. In addition to the above the Committee will also consider the final report of the recent external review of the effectiveness of Senate. The relationship between HE governing bodies and their academic boards may feature more prominently in the new CUC *Code*, particularly with regard to the quality assurance of teaching and the student experience. The Committee had therefore originally agreed to consider the report of the Senate review alongside the new CUC *Code*. Given the delay in the latter's publication, the Committee has subsequently decided that work on the Senate report should commence in the autumn term 2019, to avoid a longer delay.

Action required

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

Neil Cox

Assistant Secretary to Council/Nominations Committee

9 September 2019