

**THE UNIVERSITY OF MANCHESTER**

**NOMINATIONS COMMITTEE**

**Thursday 14 February 2019**

**MINUTES**

**Present:** Mr Jim Hancock (Chair)  
Mrs Susan Lipton  
Professor Silvia Massini  
Mr Andrew Spinoza

**In attendance:** Professor Dame Nancy Rothwell (President and Vice-Chancellor), Mr Patrick Hackett (RSCOO), Mr Edward Astle (Chair of the Board), Mr Mark Rollinson (Secretary), Miss Sally Ainsworth.

**Apologies:** Mrs Catherine Barber-Brown  
Mrs Gillian Easson(Pro-Chancellor)  
Mr Wakkas Khan  
Ms Roz Webster

**1. Apologies and Declarations of Interest**

**Noted:** there were no new declarations of interest.

**2. Minutes**

**Resolved:** The minutes of the meeting held on 4 December 2018 were approved.

**3. Matters arising**

**Reported:**

- (i) That Vincent Wang has been appointed as a co-opted member of the North Campus Working Group.
- (ii) That Gillian Easson will be returning to the UK later in the year, and will remain as Pro Chancellor until 31 August 2020.
- (iii) That relating to item 5 i, the current process of election of staff members to the Board of Governors will need to be updated once the membership of the General Assembly has been amended.

**4. Update of the Review of Statutes and Ordinances**

**Received:**

- (i) A report on the work of the Senate Effectiveness Task and Finish Group (SETFG)
- (ii) The amended draft Statutes and Ordinances

**Reported:**

- (i) That the SETFG had made some further modest changes to the most recently amended draft version of Statutes, which had been reported to Senate on 13 February 2019.
- (ii) Senate made no further changes and the Nominations Committee was invited to make comments and recommendation to the Board of Governors at their meeting on 20 February 2019.

**Noted:**

- i) In Statute VIII, paragraph 8, there was a need for a minor amendment (reference to Senate as well as the Board of Governors).
- ii) Ordinance 14.5 – members questioned the use of the phrase ‘other than as authorised’ in the Ordinance and asked whether this was overly prescriptive i.e. Members of the University shall comply with the terms of UK data protection law and shall abide by the Data Protection Principles and, in particular, shall not create, hold or use records of personal data, nor divulge personal information held in any medium to any person, other than as authorised.
- iii) Further potential changes to the Statutes were discussed, including the process of installing a Chancellor, and the Committee agreed to return to this as part of a compilation of other potential changes at a future meeting.  
**Action: Deputy Secretary**
- iv) The Chair of the SETFG (Prof Danielle George) and the Deputy Secretary were thanked for their contribution to the review of Statutes and Ordinances

**Resolved:**

- i) That the Head of Data Protection and Director of Legal Affairs and Board Secretariat be consulted about the Ordinance 14.5 wording. Secretary’s note: subsequent consultation with relevant officers determined that no further change was required.

**Action: Deputy Secretary**

**5. Update on General Assembly review**

**Received:**

A report updating the Committee on the review of General Assembly.

**Noted:**

- (i) The General Assembly, at its meeting on 16 January 2019, agreed that in view of the ongoing review of General Assembly, elections for General Assembly positions which become vacant in September 2019 be deferred for the time being.
- (ii) The Committee was asked if reappointments in the categories 3, 5, 9 and 10 should be paused for the time being, in addition to the election pause previously agreed by the General Assembly, to ensure a consistent approach.
- (iii) The lay membership in categories 9 and 10 would be particularly affected by this suggestion.
- (iv) In categories 5-8 (appointed by a variety of outside bodies) the majority of memberships expire on 31 August 2020, so this would allow time for the wider review.
- (v) If all re-appointments and re-elections were paused, and taking into account other resignations, this would achieve a reduction of 46 places (from a current total membership of 188).
- (vi) In response to a question about developing the revised General Assembly membership list, there was discussion about the balance between individual appointments and

nominations from outside bodies. The importance of ensuring adequate representation from local stakeholders was discussed along with the potential for broader consultation on potential General Assembly members.

**Resolved:**

- (i) To pause re-appointments to the General Assembly, whilst the wider review was completed, noting that those members whose appointments were paused (either for re-appointment or re-election) could be considered for inclusion in the reconstituted body, if it was deemed appropriate., noting that as members' current terms of office ended, this would lead to a natural reduction in membership
- (ii) A further report outlining a proposed approach to populating the reconstituted General Assembly should come to the next meeting of the committee.

**Action: Deputy Secretary**

**6. Membership of the Board of Governors: terms ending 31 August 2019**

**Received:**

A report regarding arrangements for Board members whose terms will end on 31 August 2019

**Reported:**

- i) Paul Lee was coming to the end of his third term, and would not normally be eligible for re-appointment; it was recommended that he was not replaced to enable the Board to reduce membership naturally by one lay member, and achieve the total of thirteen lay members set out in the revised Statutes.
- ii) It was proposed that Dr Neil McArthur be recommended for appointment for a further term of three years from 1 September 2019.
- iii) The Board, at its meeting on 20 February 2019, would consider a report relating to the term of office and appointment of the Chair. The current Chair was eligible for a further term and willing to stand again; other lay members would be invited to express an interest in the role of Chair by 1 March 2019.
- iv) Professor Massini's term of office ended on 31 August 2019, but Professor George was eligible to stand again. On the expectation that the reduction in Board size was ratified by Privy Council, to allow implementation in 2019-20, it was proposed that (in accordance with established practice and the requirements of Statutes) an election to fill one vacancy was held, in order to achieve six Senate members on the Board as set out in the revised Statutes.
- v) As both staff members were coming to the end of their current term, and again in the expectation that the reduction in Board size was ratified by Privy Council to allow implementation in 2019-20, it was proposed (in accordance with established practice and the requirements of Statutes) that an election be launched for the one remaining vacancy as set out in the revised Statutes. In the medium to longer term, the electorate for this position would need review, given the reduction in size of General Assembly; however, this will not impact on the election for the position vacant from 1 September 2019.

**Resolved:**

- (i) At the expiry of Paul Lee's membership, that he should not be replaced, allowing a reduction by one in the lay membership of the Board, as set out in revised Statutes
- (ii) Dr Neil McArthur be re-appointed for a final term of three years from 1 September 2019

- (iii) An election would be held to appoint to the vacancy in the Senate membership category of the Board, from 1 September 2019, allowing a reduction by one in this category of Board membership.
- (iv) An election would be held to appoint to the remaining staff member of the Board (from 1 September 2019) allowing a reduction by one in this category of the Board, as set out in revised Statutes **Action: Deputy Secretary**

## 7. Future Nominations Committee membership

### Received:

A report detailing the changes to Nominations Committee membership, as a result of revisions to Statutes.

### Noted:

- (i) Current membership:
- (ii) The following members would come to the end of their current period of membership on 31 August 2019:
  - Board of Governors lay member (category 2)  
Mr Andy Spinoza
  - Board of Governors member (category 3 of the Board, elected by fellow Senate members)  
Professor Silvia Massini
  - Board of Governors member (category 4 of the Board, elected by fellow staff members of the General Assembly)Ms Roz Webster
  - General Assembly members (elected by peers)  
Ms Catherine Barber-Brown  
Mr Wakkas Khan  
Ms Susan Lipton
- (iii) The current Board of Governors lay member on the Committee, Andy Spinoza had served two consecutive three year terms on the Committee and would therefore not normally be eligible for reappointment. The Board would therefore need to consider the appointment of three lay members to the Committee, from 1 September 2019.
- (iv) As Professor Massini's term on the Board of Governors comes to an end on 31 August 2019, so does her term on the Nominations Committee. A new member would be appointed by the Board, from category 3 from 1 September 2019.
- (v) Roz Webster's term on the Board would end on 31 August 2019, but she was eligible to stand again. The remaining staff member on the Board (from category 4) would take up this position from 1 September 2019.
- (vi) From 2019-20, one of the three General Assembly members of the Committee would be the Pro-Chancellor (ex-officio). Jim Hancock's term of office ran until 31 August 2020, and he would therefore continue in membership.
- (vii) Earlier agreement to pause reappointment to General Assembly meant that Wakkas Khan and Catherine Barber-Brown would cease to be General Assembly members from 1 September 2019 (Wakkas Khan had also served the usual maximum Committee membership of two continuous terms of three years). Sue Lipton's membership of General Assembly ran until 2021 and she would be eligible for reappointment to the Committee.
- (viii) Practice had been that vacancies for General Assembly positions on Nominations Committee were filled by a process of nomination and, if required election. The

Committee was invited to consider whether it wished to recommend to General Assembly that the remaining vacancy for a General Assembly member on the Committee, continued to be filled by a process of nomination and election.

**Resolved:**

- (i) To endorse the approach outlined above to achieve the revised composition of Nominations Committee as set out in revised Ordinances , ie:  
The Chair of the Board, ex-officio, (in the Chair)  
Three members of the Board in Category 2 (lay members)  
One member of the Board in Category 3 (Senate member)  
One member of the Board in Category 4 (staff member)  
Three lay members of the General Assembly who are not members of the Board, one of who shall be the Pro-Chancellor appointed pursuant to Statute IV.7. (The President and Vice-Chancellor may attend but not be a member of the Committee.)
- (ii) A skills audit of the current membership be carried out, to inform decisions on others to be appointed in the future **Action: Deputy Secretary**
- (iii) A report be submitted to the Committee before the next meeting of General Assembly, proposing options for General Assembly appointment of members **Action: Deputy Secretary**

**8. Future meetings:**

Wednesday, 27 March 2019 (2:00 pm)

Thursday, 9 May 2019 (10:00 am)

**9. Any Other Business**

None to report