

THE UNIVERSITY OF MANCHESTER

NOMINATIONS COMMITTEE

Wednesday 8 July 2021

MINUTES

**Present:** Mr Edward Astle  
Mr Gary Buxton  
Professor Danielle George  
Mr Jim Hancock  
Mr Nick Hillman  
Mrs Susan Lipton  
Ms Roz Webster

**In attendance:** Professor Dame Nancy Rothwell (President and Vice-Chancellor), Mr Patrick Hackett (RSCOO), Mr Mark Rollinson (Secretary), Miss Sally Ainsworth and Mr Richard Sreaton (Deputy Director, Alumni Engagement (item 8 only)).  
Shaun Horan, Hanif Barma, Hilary Lappin Scott, Selena Bolingbroke, Angela Pedder and Katie Welsh, from the Halpin review team (Item 4 only)

**Apologies:** Mrs Bridget Lea

**1. Apologies and Declarations of Interest**

**Noted:** No additional declarations made.

**2. Minutes**

**Resolved:** The minutes of the meeting held on 17 May 2021 were approved

**3. Matters arising**

**Noted:** None to report

**4. Governance Effectiveness Review**

**Received:** The final draft report from Halpin, for members to consider and make recommendations to the Board of Governors meeting on 21 July 2021. Members noted that the report will also be submitted to the meeting of Senate on 14 July 2021 for comment.

**Noted:**

- i. The Halpin team gave an overview of the report to the Committee, noting where good practice had been identified which should continue, but also highlighting where areas for enhancement were identified.

- ii. The Committee commented that they were impressed with the scope and detail of the report
- iii. The Committee welcomed the suggestion of further stakeholder engagement with the work of the Board of Governors.

iv.  **Redacted**  
– *restricted information*

- v. The importance of ensuring that the report fully reflected the importance of clarifying reporting relationships between Senate, School Boards and Faculty Committees and the respective roles of these bodies.
- vi. The recommendation relating to establishment of Senate sub-committees and, if this is accepted, the need to clarify the number, purpose and remit of such sub-committees (noting that Manchester was the only Russell Group university without formal sub-committees of Senate).
- vii. The recommendation relating to inclusion of Heads of School as full Senate members was important given the role and responsibility of Heads, but would necessitate a change to the current relevant Statute.
- viii. The recommendation relating to the assignment of responsibility for Equality, Diversity and Inclusion to a lay member: the assignment of lead responsibility for areas of work was not one which the Board had adopted previously and Halpin recognised that there were other ways of ensuring EDI had sufficient prominence at Board level (this potentially included assigning a Board pair to EDI).
- ix. Members also asked if age and sexuality be added for future EDI considerations of Board membership.
- x. The report helpfully highlighted the ten highest priority recommendations in a separate table.
- xi. The recommendation to formally consider the appointment of a Senior Independent Governor would be the subject of a more detailed report to the Committee and the Board (as part of consequent, follow-up action).

**Resolved:**

- i. No strong objections were made to any of the recommendations or suggestions in the report, and the Board will consider the Nominations Committee’s endorsement, as well as the comments made by Senate at its meeting on 14 July, when it considers whether to approve Halpin’s recommendations and suggestions.
- ii. Board approval would be sought for the report at their meeting on 21 July, and then an action plan would be developed to implement the recommendations. Nominations Committee will continue to have oversight of this implementation plan.

**5. Board member appointments**

**Received:** a report updating members on:

- i. the appointment to lay member vacancies (process led by Saxton Bampfylde)
- ii. the appointment of lay member reserved for the Alumni Association
- iii. the specification of the additional vacancy for a lay member of the Board of Governors (arising from the resignation of the Chair of Audit and Risk Committee).

**Noted:**

- i. Four strong candidates had been shortlisted for interview for the digital transformation/marketing specialist role, with interviews scheduled in week beginning 12 July.

- ii. For the senior lay Board member role, Saxton Bampfylde had identified three very strong candidates and were seeking to add to the diversity of the shortlist, hopefully by the end of July. Interviews with candidates involving Nominations Committee members will be required over the summer period and the Governance Office will canvass members for availability.
- iii. Discussions were held regarding the effectiveness of succession planning for Board membership, but it was pointed out that two of the vacancies which will be available from 1 September 2021 were unexpected, and therefore could not be planned for.

**Resolved:**

- i. To recommend approval of the role description for the further Board vacancy arising from the resignation of the Chair of Audit and Risk Committee from the Board with effect from 31 August 2021.
- ii. To recommend the appointment of Raoul Shah to the Board lay member position reserved for the Alumni Association for an initial three year period (1 August 2021 to 31 July 2024)

**Action: Deputy Secretary**

## **6. Board member pairings**

**Received:** The report providing an overview of the current Board member pairings and consider changes in light of Board membership changes.

**Noted:**

- i. Existing Pairings to be retained wherever possible and where there were vacancies not to pair new members together.
- ii. Whilst the Chair was cautious not to overburden Committee Chairs, they could be invited to join a pairing, time commitments permitting.

**Resolved:**

- i. Once members had been canvassed about current pair vacancies, authority to assign pairs be deferred to the Chair. **Action: Chair of the Board and Deputy Secretary**
- ii. Board members to be asked to volunteer to be mentors to the new members joining from 1 September 2021 **Action: Deputy Secretary**

## **7. General Assembly**

**Received:** A report outlining the latest position in relation to the reconstitution of General Assembly, following approval of prospective new members by the meeting of General Assembly on 23 June 2021 and delegation of responsibility for further appointments to the Chair of Nominations Committee, after consultation with the Committee.

**Noted:**

- i. Further to the report to the previous meeting of the Committee on 19 May, General Assembly at its meeting on 23 June approved the appointment of members recommended

- by the Committee and the consequential changes to Ordinances (the latter will now be submitted to the meeting of the Board on 21 July for formal approval).
- ii. In addition to approving the new membership list, the General Assembly also agreed to delegate confirmation of further appointments, in advance of the first meeting of the 2021-22 session, to the Chair of Nominations Committee, following consultation with the rest of the Committee.
  - iii. Elections for staff and Senate member positions on General Assembly will be held in September/October to enable elected members to take up position in time for the first meeting of the 2021-22 session. The names of Alumni Association members should be known shortly following conclusion of their nomination process.

**Resolved:**

A meeting involving senior University staff, Board and General Assembly members will be held later in July to consider further recruitment with the aim of ensuring that the final composition of General Assembly is as diverse as possible. The Committee will be apprised of the outcome of this work and after consideration of proposed approach by the Chair invited to endorse further appointments. **Action: Deputy Secretary**

**8. Any other business**

Sue Lipton will stand down from the General Assembly and Nominations Committee on 31 August 2021. As this was the final meeting of this academic year, the Chair and all Committee wished to express their sincere thanks to Sue for all her contributions and support, both of the Committee and the University more widely.

**9. Dates of scheduled meetings in 2021-22**

Wednesday 6 October 2021 11.30am  
Wednesday 23 March 2022 11am  
Wednesday 18 May 2022 12pm