

# HARPER ADAMS UNIVERSITY

## Board of Governors

### Annual Report of the Nominations Committee

This report provides a summary of the meeting of the Nominations Committee held on 28 March 2019. The Board is asked to **NOTE** the report, and **APPROVE** the oral recommendation made with regard to the Board Apprentice Scheme referred to in paragraph 1, **ENDORSE** the Chair's action set out in paragraph 6, and **APPROVE** the nomination in paragraph 7, and **APPROVE** the arrangements proposed in paragraph 8. *DECISIONS REQUIRED.*

1. The Committee noted that feedback from the Board Apprentice was awaited. [Post meeting two expressions of interest reported at the meeting of the Board- agreed and progressed].
2. Members noted the terms of reference for the Committee and the criteria for seeking new members of the board and agreed that no changes were needed to ensure consistency with the most recent CUC guidance for Nominations Committees.
3. The Committee noted that discussions were still in hand with a further potential member of the board who has specific expertise in a senior management role in retail/food industry. Members noted that although there the Board was currently close to capacity in terms of members there reflecting the fact that the number of members have joined the Board eight years previously following a particularly successful public advertisement. It was agreed in discussion that a further advert should be placed in spring 2020 together with consideration of any potential members who may have emerged from other sources such as the Board Apprenticeship engagement, or co-opted Committee members.
4. An expression of interest had been received from an individual and it was agreed that he would be advised that while there were no immediate vacancies he would be welcome to express an interest where advert is placed in spring 2020.
5. The Committee received and considered the new Skills Matrix that members of the board had kindly completed. It was agreed that this was extremely useful and provides a very helpful reminder of the spread of expertise and experience offered by Board members. Members also considered the Register of Interests completed by members and published on the university's website. Members agreed that there were no issues arising from the review of the Register.
6. The Committee noted that Mr Wong and Prof Ormerod would be coming to the end of their first period of four years membership. The Chair was asked to approach both members with a view to ascertaining whether or not they wish to continue as members of the Board. [Post meeting note Prof Ormerod and Mr Wong have both confirmed their willingness to continue as members of the Board. Members are asked to **ENDORSE** the Chair's action in inviting both to continue as members]. [post meeting note decision endorsed]
7. It was noted that Mrs Lavinia Moroz-Hale would be completing her first term of office as a staff and a process of expressions of interest and/or an election if necessary would need to be put in place. {Post meeting note Mrs Moroz-Hale advised that she did not wish to stand again and therefore expressions of interest were sought. Five expressions were received and an election was duly held. The vote counting was observed by one of the University chaplains. Mr Vernon Blakeman received the most votes. The Board is asked to **APPROVE** the nomination of Mr Blakeman with effect from September 2019. [post meeting note- the appointment of Mr Blakeman was agreed].

8. Members considered current membership of committees. It was noted that subject to the outcome of the forthcoming elections for Chair and Vice-Chairs for 2019/20 with the new Chair due to take office with effect from the November Board meeting, committee membership would need to be reviewed in due course to reflect membership changes. In the interim the following vacancies were noted and the Chair was asked to informally approach members, to ascertain if they were willing to take on the following roles.

Mrs Emma Folkes- Nominations Committee; Prof Ormerod to continue as on academic matters and a member of Academic Board; Mr Tweed to take on the role of Chair of Audit and Risk Management Committee when Mr Cody retires in the summer 2020. All members have informally indicated that they would be willing to take on these roles. The Board is asked to **APPROVE** these arrangements. The committee also agreed to invite Dr Tim Watson to take on the lead governor role in relation to the Joint Vet School from 2019/20. Dr Watson has confirmed his willingness to take on this role and members are asked to **APPROVE** this arrangement.[post meeting note-appointment agreed].

Dr C E Baxter  
University Secretary  
June 2019