

**UNIVERSITY OF ROEHAMPTON  
COUNCIL  
NOMINATIONS AND GOVERNANCE COMMITTEE**

**Minutes of the 46<sup>th</sup> meeting of the Committee  
1pm on Monday 21 November 2022  
The Oak Suite, Elm Grove and remotely via MS Teams**

Present: Phil Walker (Chair), Harrison Cohen\*, Janet Cooper<sup>1</sup>, Professor Jean-Noël Ezingard, Tom Rowson, Kevin Thomas

Secretary: Dr George Turner

Notes: Elaine Lentell

Apologies: Sheena Pindoria

*\* attended the meeting remotely via MS Teams*

**Regular Business Matters, Minutes and Reports**

**RNGC46.1 Welcomes, introductions, apologies, conflicts of interest**

The Chair welcomed everyone to the meeting.

No conflicts of interest were declared by those present.

**RNGC46.2 Minutes**

The minutes of the 45<sup>th</sup> meeting of the Committee, which was held on 20 June 2022 (Paper RNGC46/1), were **confirmed** and the Committee **approved** the redactions for the published minutes as highlighted.

**RNGC46.3 Matters arising**

The Committee noted progress on matters arising as set out in the paper (RNGC46/2).

**Governance**

**RNGC46.4 Annual Register of Interests and Fit and Proper Persons Declarations  
(Paper RNGC46/3)**

The Committee received the paper outlining the Register of Interests exercise for 2022-23, and it was confirmed that a small number of Register of Interests forms were outstanding. It was agreed that the Committee would be advised of any outstanding forms by exception.

The Committee noted that the Register of Interests for 2022-23 would be published on the University's website once the outstanding responses had been received.

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<sup>1</sup> Joined the meeting remotely via Teams from item 46.7.

**Actions: Senior Governance Officer**

**RNGC46.5 Council and Committee Competency Matrix**  
(Paper RNGC46/4)

The Committee received the paper and considered the recommendations.

The Committee noted a previous discussion at its meeting on 4 October 2021, when it was agreed that an additional section would be added to the competency matrix to ensure that the availability of knowledge and skills required to maintain and enhance links between the University and its providing bodies was properly captured. It was confirmed that a supplementary questionnaire was circulated to Council and Committee members in late 2021, asking them specifically to assess their competency regarding their relationship with, connections to, and understanding of one or more of the University's providing bodies.

The Committee discussed other desirable skills and it was suggested that knowledge of the Higher Education regulatory environment should be listed as a specific competency.

The Committee **endorsed** the two recommendations as detailed in the paper.

**Action: Secretary**

**RNGC46.6 Council and Committees of Council: Demographic Report**  
(RNGC46/5)

The Committee considered the paper and went through the demographic characteristics of Council and Committee members in turn. It was noted that the University's student population had been used as the benchmark, and that the findings should be used to inform future recruitment and promotion exercises.

The Committee noted the need to reflect on changing student demographics, and it was pointed out that Muslims now formed the largest cohort of students at the University by religion. It was suggested that ways to attract a more diverse body of applicants for Council and Committee vacancies should continue to be considered.

The Committee also suggested that, although the categories and fields were based on the HESA staff return, the 'other' box was not a specific enough descriptor and should be expanded upon.

**Actions: Secretary**

## Nominations

### **RNGC46.7 Appointments to Council and Council Committees**

(Paper RNGC46/6)

The Committee noted the recommendations set out in the paper, in particular the following:

#### **Council**

That the Council members listed in the paper whose terms were due to expire within the next 12 months should be approached about renewing their tenures.

Froebel nominee to Council. The Vice-Chancellor will progress discussions with the Chair of the Froebel Trust with a view to creating a shortlist of candidates for consideration. Minute withheld under the Data Protection Act 2018.

#### **Council Committees**

Health, Safety and Welfare Committee. The Committee discussed suitable candidates to replace Tim Macquiban as the independent Council member, noting that it had proved difficult to identify someone with the necessary skills and availability. It was therefore agreed that the search should be broadened as detailed in the paper.

Audit Committee. The Committee noted that there was currently a vacancy for an additional independent member. As agreed at the last meeting, the vacancy will not be advertised until 2023.

**Actions: Secretary**

### **RNGC46.8 Any other business**

There was no other business.

*Minutes prepared by:  
Elaine Lentell, Senior Governance Officer  
November 2022*