



Matters arising

Outcome requested:	Governance Committee is asked to note the following matters arising from the minutes of the meeting held on 09 July 2020.
Executive Summary:	N/A
QMUL Strategy:	Effective governance supports the achievement of all strategic aims.
Internal/External reference points:	N/A
Strategic Risks:	N/A
Equality Impact Assessment:	N/A
Subject to prior and onward consideration by:	N/A
Confidential paper under FOIA/DPA:	No
Timing:	N/A
Author:	Nadine Lewycky, Assistant Registrar (Governance)
Date:	18 September 2020
Senior Management/External Sponsor:	Lord Clement-Jones, Chair of Council

Matters Arising

Governance Committee is asked to **note** the following matters arising from the minutes of the meeting held on 09 July 2020.

Minute no.	Action	Person responsible	Progress
2019.012[c]	Matters arising [GC2019/09] The weekly mailing would be used to highlight opportunities to connect with university activities and with sector training sessions offered by external companies.	Committee Secretary	Sector training opportunities and university activities are highlighted in the weekly mailing.
2019.013[a]	Council and Committee membership update [GC2019/10] There would be a number of vacancies on Council in 2021 and early 2022 including the Chair of Audit and Risk Committee and the Treasurer. The Chief Governance Officer and University Secretary would start preparations to bring to the Committee in October. Early discussions had been held with NuRole about assisting with the search. Green Park, an executive search company focusing on diversity, was an alternative.	Chief Governance Officer and University Secretary	The recruitment process for these roles is outlined in the paper on Council and Committee membership.
2019.013[b]	Council and Committee membership update [GC2019/10] Work was ongoing to recruit a co-opted member to Audit and Risk Committee with audit experience. This had been identified as a gap since the departure of Kath Barrow. The Vice-Chair of Council would speak with Sue Barratt who had recently retired from Deloitte.	Vice-Chair of Council	Sue Barratt had been approached but declined due to other commitments.
2019.013[e]	Council and Committee membership update [GC2019/10] In October 2018, the Committee had discussed the position of elected members of Council who were also members of the Senior Executive Team. The discussion had related to changes to the Supplemental Charter and had occurred after Professor Wang was a member of the Senior Executive Team (SET) and Council. The Chief Governance Officer and	Chief Governance Officer and University Secretary	Following the Committee's decision to exclude members of the senior executive team from holding the position of elected member of Council in future, it was decided in discussion with the Chair of Council that Professor Wang would be permitted to complete his current term as an elected staff member, ending on 30 September 2021, but would

	University Secretary would provide the full discussion of the issue.		be ineligible to stand for a second term. This was because the necessary change to the Charter could not be enacted straight away.
2019.014[b]	Council annual effectiveness review [GC2019/11] The Committee asked for formal guidance for Council members presiding over staff appeal panels.	Chief Governance Officer and University Secretary	The new Director of Human Resources has been asked to build this into the general guidance for panel members.
2019.014[c]	Council annual effectiveness review [GC2019/11] The Committee agreed that the recommendations to improve Council effectiveness should be taken forward.	Committee Secretary	The recommendations will be taken forward throughout the 2020/21 academic year.
2019.015[d]	Discussion on Senior Independent Director (SID) [GC2019/12] The Committee agreed that the proposed duties of the SID should be more explicitly set out in the role description of the Vice-Chair.	Chief Governance Officer and University Secretary	Refer to the paper on the election of the Vice-Chair, which includes a revised role description.
2019.015[e]	Discussion on Senior Independent Director (SID) [GC2019/12] The Committee agreed to keep the post under review as part of the full effectiveness reviews.	Committee Secretary	The Council Secretariat will include this topic as part of the annual effectiveness reviews each year.

Other matters arising which do not appear in the minutes:

Chair's action: Chair's action was taken on 18 September 2020 to appoint Celia Gough as Interim Chair of Remuneration Committee while the process of electing a new Vice-Chair of Council is undertaken.