

Meeting  
13/03/09

Agenda Item  
20

Reference No  
HEFCW/09/25

---

## **1 Issue**

- 1.1 Council is asked to note the committee appointments approved by the Appointments Committee attached at **Annex A**.

## **2 Corporate Planning Implications / Rationale for paper**

- 2.1 Objective 8 (Improving Operational Efficiency, Standards of Service and Customer Care) of the Council's current Corporate Strategy and Corporate & Operational Plan states that :

**We intend, over the period of this plan, to: review our committee structure.**

## **3 Recommendations**

- 3.1 The Council is invited to:
- i. Note the external committee appointments detailed in Annex A;
  - ii. Note the next stages to be taken to communicate decisions to applicants and appointees;
  - iii. Note the outstanding committee appointments to be brought back to Council at its meeting on 8 May 2009.

## **4 Timing for decisions**

- 4.1 The paper updates Council following the latest round of recruitment to reviewed committees

## **5 Council members' interests**

- 5.1 No conflicts of interests, other than the standing declarations have been declared in advance of the meeting.

## **6 Further information**

contact Richard Hirst (Tel 029 2068 2253; E-mail: Richard.Hirst@hefcw.ac.uk)

## **7 Background**

- 7.1 Applications for HEFCW committee membership were invited via an advertisement on the website. Applications were considered by Committee Chairs and shortlists approved by the Committee Chairs were provided to the Appointments Committee for approval.
- 7.2 Nominations received from relevant nominating bodies were also forwarded to the Appointments Committee for information.
- 7.3 As at 5 March 2009, all members other than one whose response is expected before the Council meeting on the 13 March, had approved the proposed shortlist circulated on 24 February, subject to one amendment proposal for the membership of the RIE committee as a consequence of the Appointments Committee's deliberations.
- 7.4 Members noted some procedural matters to consider for future appointments committee deliberations. These comments will be considered in the Appointment Committee Annual Report to be brought to the Council at its December 2009 meeting.
- 7.5 Committee secretaries, in consultation with Chairs are recruiting for the outstanding vacancies, with applications expected for most vacancies by the end of March 2009.
- 7.6 Annex A presents the approved appointments for information, as well as the nominees where applicable and outstanding vacancies.

## **8 Financial implications**

- 8.1 There are no direct financial implications arising from this paper.

## **9 Communications implications**

From 9 March 2009:

- 9.1 appointees will be informed of the success of their application by the committee secretary;
- 9.2 unsuccessful applicants will be contacted and provided with feedback on their application by the committee secretary;
- 9.3 unsuccessful applicants who may be of value for future Council committee work will be contacted to gain permission to maintain their application and contact details.

## **10 Diversity and Equal Opportunities implications**

- 10.1 The appointments process is monitored by the Appointments Committee to ensure that appointments are made on an open and transparent basis, meeting equal opportunity requirements.

10.2 An analysis of committee membership, including Council members by gender is set out below:

Committee	Male	Female	Total members	Male nominees	Female nominees	Total nominees
LTC	4	4	8	6	3	9
A&R	5		5 +1 vacancy			
RIE	8	0	8 +1 vacancy	3	4	7
HR	1	1	2 +1 vacancy			
Remuner	2	1	3 +1 vacancy			
Appts	4	2	6 +1 vacancy**			
Reconfig	5*	0	5* +1 vacancy			

\* this figure includes the Chief Executive and current independent member

\*\* independent member vacancy

10.3 Committee members have not been asked to provide information with respect to equality and diversity considerations (such as age, disability, racial or ethnic origin, Welsh language ability). A request for this information will be built into future committee applications in order to allow the Appointments Committee to more effectively consider and monitor the diversity of membership

10.4 An analysis of the diversity of committee membership will be provided to the Appointments Committee members for information when considering future appointments.

## 11 Risk Assessment

RISK	ACTION TO ADDRESS RISK
Lack of suitable applicants for future vacancies	Pool of potential committee members to be maintained from recent unsuccessful applications
Lack of diversity in membership of committees	Equal opportunities information requests to be built into future committee applications