

## Meeting of the Appointments Committee

3pm on Thursday, 12 February 2015  
in 1B27, Technopark, London Road, London SE1

### Agenda

<i>No.</i>	<i>Item</i>	<i>Paper No.</i>	<i>Presenter</i>
1.	Welcome and apologies		Chair
2.	Declarations of Interest		Chair
3.	Minutes of the Appointments Committee meeting of 22 May 2014 (to approve)		Chair
4.	Governors' terms (to approve)	AP.01(15)	Sec
5.	Appointment of Shachi Blakemore (to approve)	AP.02(15)	Chair
6.	Appointment of Carol Hui (to approve)	AP.03(15)	Chair
7.	Appointment of Kevin McGrath (to approve)	AP.04(15)	Chair
8.	Any other business		Chair
9.	Date of next meeting – to be arranged		Chair

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Members: David Longbottom (Chairman), Steve Balmont, Jerry Cope, Douglas Denham St Pinnock, Ken Dytor, Prof Neil Gorman, Prof Hilary McCallion, Sarah Mullally, Mee Ling Ng, Andrew Owen and James Smith.

Apologies: Anne Montgomery and Diana Parker

With: University Secretary and Governance Manager

Minutes of a Meeting of the Appointments Committee  
held at 3pm on 20 March 2014  
in Room 1B27, Technopark, London Road, London SE1

**Present**

David Longbottom	Chairman
Steve Balmont	
Douglas Denham St Pinnock	
Prof Hilary McCallion	
Anne Montgomery	
Dame Sarah Mullally	
Mee Ling Ng	
Andrew Owen	
James Smith	

**In attendance**

James Stevenson	University Secretary and Clerk to the Board of Governors
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**Welcome and Apologies**

1. The Chairman opened the meeting and noted that it was quorate.
2. Apologies had been received from Ken Dytor and Diana Parker.

**Declarations of Interest**

3. No governor declared an interest on any items on the agenda.

**Minutes of the previous meeting**

4. The minutes of the meeting of 18 July 2013 were approved.

**Appointment of Prof Neil Gorman as Independent Governor**

5. The committee considered the recommendation of the Nomination Committee to appoint Prof Neil Gorman (paper **AP.01(14)**) as an Independent Governor of the University.
6. The Nomination Committee considered that Prof Gorman's skills and experience complemented those of the Board. It was noted that as retiring Vice Chancellor of Nottingham Trent University he would bring considerable knowledge and experience of the higher education sector to the Board.

7. The committee approved the appointment of Prof Neil Gorman as an Independent Governor for an initial term of four years to 31 July 2018 with immediate effect.

There being no further business, the Chairman closed the meeting.

Confirmed as a true record:

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Chairman

	PAPER NO: AP.(15)
Paper title:	Governors' terms
Board/Committee	Appointments Committee
Date of meeting:	12 February 2015
Author:	James Stevenson, University Secretary and Clerk to the Board of Governors
Board sponsor:	David Longbottom, Chairman of the Board
Purpose:	To realign governors' term dates

## Summary

The University's articles state independent governors' term of office to be four years.

For many years, it has been custom and practice to tie-in the first term to the end of the academic year, i.e. 31 July, irrespective of the start date.

Having reviewed this approach, it is proposed that governors' terms should be four years from their appointment date, which is the date of approval by the Appointments Committee. This will ensure consistent terms of office and, to some extent, will help the Board achieve phased departures.

The following governors will be affected and will be sent revised appointment letters confirming their term of office:

- Douglas Denham St Pinnock – appointed 23 February 2012. Therefore revised term ends 22 February 2016 (currently 31 July 2015).
- Neil Gorman – appointed 20 March 2014. Therefore revised term ends 19 March 2018 (currently 31 July 2018).
- Hilary McCallion – appointed 12 March 2013. Therefore revised term ends 11 March 2017 (currently 31 July 2017).
- Mee Ling Ng – appointed 12 March 2013. Therefore revised term ends 11 March 2017 (currently 31 July 2017).

# **London South Bank** University

- James Smith – appointed 1 May 2012. Therefore revised term ends 31 April 2016 (currently 31 July 2015).

	PAPER NO: AP.02(15)	
Committee:	Appointments Committee	
Date:	12 February 2015	
Subject:	Appointment of Shachi Blakemore as an independent governor	
Author:	James Stevenson, University Secretary and Clerk to the Board of Governors	
Board sponsor:	David Longbottom, Chairman of the Nomination Committee	
Recommendation by Nomination Committee:	To appoint Shachi Blakemore as an Independent Governor	
Matter previously considered by:	Nomination Committee	3 February 2015
Further approval required?	N/A	N/A
Communications – who should be made aware of the decision?	All Governors, Executive and members of staff	

### **Executive summary**

After detailed consideration as outlined in the minute of 3 February 2015 (see extract below), the Nomination Committee recommends to the Appointments Committee that Shachi Blakemore is appointed as an independent governor to serve for an initial term of four years from 1 April 2015 to 31 March 2019.

Shachi's profile is attached. She is an Associate Director in the Charity and Not-for-profit team at Buzzacott and has served as the external co-opted member of LSBU's audit committee since October 2012.

The Appointments Committee is requested to consider the recommendation by the Nomination Committee and, if thought fit, appoint Shachi Blakemore as an independent governor for an initial term of four years.

## **Extract from Nomination Committee meeting of 3 February 2015**

### **Candidate for Independent Governor vacancy**

Having regard to the current composition of the Board of Governors and after due consideration, the Committee agreed to recommend to the Appointments Committee that Shachi Blakemore be appointed to serve a term of four years. The Committee's recommendation would be made to a meeting of the Appointments Committee to be held on 12 February 2015.

## **Shachi Blakemore profile**

Shachi joined Buzzacott in 2005 and is an Associate Director in the Charity and Not-for-profit team.

She works with a wide range of charities, especially in the fields of education, health and welfare, and with membership organisations and grant-making trusts, and specialises in statutory audit and assurance assignments. She also provides clients with general advice on risk management, governance, Board Assurance Frameworks, financial and management reporting and forecasting, as well as on taxation.

Shachi has a particular interest in training and presents regularly at Buzzacott's Trustee Training and other seminars. She runs bespoke training sessions for trustees and audit committee members and is a visiting lecturer at London South Bank University on their charity finance and accounting courses. She also represents the firm at the Audit Firms Liaison Group for the FE Sector.

Separately from her work for Buzzacott, Shachi is a member of the Audit Committee of London South Bank University and the Audit Committee of Croydon College.



	PAPER NO: AP.03(15)	
Committee:	Appointments Committee	
Date:	12 February 2015	
Subject:	Appointment of Carol Hui as an independent governor	
Author:	James Stevenson, University Secretary and Clerk to the Board of Governors	
Board sponsor:	David Longbottom, Chairman of the Nomination Committee	
Recommendation by Nomination Committee:	To appoint Carol Hui as an Independent Governor	
Matter previously considered by:	Nomination Committee	9 January 2015
Further approval required?	N/A	N/A
Communications – who should be made aware of the decision?	All Governors, Executive and members of staff	

### **Executive summary**

After detailed consideration as outlined in the minute of 9 January 2015 (see extract below), the Nomination Committee recommends to the Appointments Committee that Carol Hui is appointed as an independent governor to serve for an initial term of four years from 1 April 2015 to 31 March 2019.

Carol's CV is attached. She is currently General Counsel and Executive Director of Heathrow Airport Limited.

The Appointments Committee is requested to consider the recommendation by the Nomination Committee and, if thought fit, appoint Carol Hui as an independent governor for an initial term of four years.

## **Extract from Nomination Committee meeting of 9 January 2015**

### **Candidate for Independent Governor vacancy**

Having regard to the current composition of the Board of Governors and after due consideration, the Committee agreed to recommend to the Appointments Committee that Carol Hui be appointed to serve a term of four years. The Committee's recommendation would be made to a meeting of the Appointments Committee to be held on 12 February 2015.

## CAROL HUI

### CURRICULUM VITAE – SEPTEMBER 2014

#### **OVERVIEW**

Carol Hui is a Hong Kong Chinese senior lawyer and executive of over 30 years' experience with extensive Board knowledge including experience as a Non-Executive Director in commercial and voluntary sectors. She qualified in Hong Kong and has been working in the UK since 1986. Currently she is an Executive Director of Heathrow Airport Limited and is the Executive Sponsor for Heathrow's proposal to build a third runway in order to connect Britain to the world for future generations and tap into countries with strong economic growth such as China. This proposal is a multi-billion pound infrastructure project of national significance.

Carol has won a number of awards and recognition for her achievements. The key ones include:

- 2013 FT Innovative Lawyers Award
- 2011 The Lawyer Best HR Initiative for In House and Public Sector Legal Function
- 2008 European General Counsel of the Year (from the International Law Office and Association of Corporate Counsel)

#### **CAREER HISTORY**

##### **Current Executive role (since March 2009)**

- General Counsel and Executive Director of Heathrow Airport Limited
- Member of the Executive Committee – a key decision-making body.
- Responsible for the Legal function including all legal affairs and corporate governance affecting the Heathrow Group.
- Responsible for Business Assurance including Internal Audit, Risk Management, Assurance, and Compliance.
- Executive Sponsor leading the Heathrow expansion programme for the third runway

##### **Current Non-Executive roles (since 2011)**

- Non-Executive Director of a national charity in the UK, Action for Blind People. Also an Audit Committee member.
- Non-Executive Director of Robert Walters plc, an international recruitment consultancy. Also member of the Nominations Committee, Remuneration Committee and Audit Committee.

**Previous key roles:**

Sep 2000 to Mar 2009	Amey plc (Infrastructure services) Board Director and General Counsel
Sep 1997 to Sep 2000	TDG PLC (Listed logistics and business services company in the UK and rest of Europe) Director of Legal Services and Group Company Secretary
Mar 1989 to Aug 1997	BG plc (Regulated utility in the provision of gas) Deputy General Counsel
Sep 1980 to Mar 1989	Slaughter and May - Solicitor London (1985 to 1989), Hong Kong (1980 to 1985)

**EXTERNAL ACTIVITIES, AWARDS AND ACHIEVEMENTS**

1970s	Volunteer work with Vietnamese refugees in Hong Kong; and with orphans in St Christopher's Home. Won Public Service Prize
1980s	Along with five other women, set up the first Refuge for Women suffering from Domestic Violence in Hong Kong under the auspices of the Hong Kong Council of Women
1980s to present 1995 to 2002	Member of Amnesty International Urgent Action Group Appointed by two successive Prime Minister to serve on the Review Body on Doctors' and Dentists' Remuneration
1999 to 2000	Board Director, International Metal Warehouse Association
1997 to present	Fellow of the Royal Geographical Society
2007 to 2010	Editor Board member, International In-House Counsel Journal
2008	European General Counsel of the Year, awarded by International Law Office and Association of Corporate Counsel amongst 2,900 nominations across Europe.
2009	Named on the Hot 100 Lawyers List by The Lawyer
2008 to 2013	Judge for the British Legal Awards
2011 to present	Non Executive Director of Action for Blind People (national charity)
2011 to present	Non Executive Director of Robert Walters plc (a listed international recruitment consultancy)
2011	Won The Lawyer HR Award for Best In-house and Public Sector HR Initiative
2013	Named on the GC Power List by Legal Business
2013	Won the FT Innovative Lawyers award for Operational Change in Heathrow
2014	Named on the Hot 100 Lawyers List by The Lawyer.

## **EDUCATION AND QUALIFICATIONS**

1985	Solicitor of the Supreme Court of England and Wales
1982	Solicitor of the Supreme Court of Hong Kong
1976 to 1980	University of Hong Kong Postgraduate in Laws (PCLL) Bachelor of Laws (LLB) Honours Named Outstanding Graduate of the Year Sir Man Kam Lo and Jardines Scholarship Citizens' Scholarship 1976 Demonstrator in Law Faculty Part-time Lecturer in Banking Course
1968 to 1976	Diocesan Girls' School (Head Prefect from 1974-76)

	PAPER NO: AP.04(15)	
Committee:	Appointments Committee	
Date:	12 February 2015	
Subject:	Appointment of Kevin McGrath as an independent governor	
Author:	James Stevenson, University Secretary and Clerk to the Board of Governors	
Board sponsor:	David Longbottom, Chairman of the Nomination Committee	
Recommendation by Nomination Committee:	To appoint Kevin McGrath as an Independent Governor	
Matter previously considered by:	Nomination Committee	28 January 2015
Further approval required?	N/A	N/A
Communications – who should be made aware of the decision?	All Governors, Executive and members of staff	

### **Executive summary**

After detailed consideration as outlined in the minute of 28 January 2015 (see extract below), the Nomination Committee recommends to the Appointments Committee that Kevin McGrath is appointed as an independent governor to serve for an initial term of four years from 1 April 2015 to 31 March 2019.

Kevin's profile is attached. He is currently Chairman of M&M Property Asset Management.

The Appointments Committee is requested to consider the recommendation by the Nomination Committee and, if thought fit, appoint Kevin McGrath as an independent governor for an initial term of four years.

## **Extract from Nomination Committee meeting of 28 January 2015**

### **Candidate for Independent Governor vacancy**

Having regard to the current composition of the Board of Governors and after due consideration, the Committee agreed to recommend to the Appointments Committee that Kevin McGrath be appointed to serve a term of four years. The Committee's recommendation would be made to a meeting of the Appointments Committee to be held on 12 February 2015.

## **Kevin McGrath – profile**

Kevin McGrath is Chairman of M&M Property Asset Management and was previously Managing Director, and Senior Adviser of F&C REIT Asset Management.

Prior to F&C REIT Kevin was a founding equity Partner in REIT Asset Management, a property investment, finance, and asset management partnership, which managed a commercial property portfolio around the world and had offices in London, Munich, Tel Aviv, Stockholm, and Mumbai.

Previous to REIT Kevin was Senior Investment Surveyor with Hermes Investment Management, the Fund Manager for the British Telecommunication and Post Office Pension Schemes. Before that he worked for various local authorities in a variety of property related positions and prior to that he worked in manufacturing and banking.

In 1989, Kevin graduated from the then Polytechnic of the South Bank with a BSc (Distinction) in Estate Management. He also obtained a post graduation Diploma in Property Investment (Award Winner) from the College of Estate Management.

Kevin is a Chartered Surveyor who has worked in the property industry for 25 years and is a member of the Royal Institution of Chartered Surveyors, the Investment Property Forum, the Worshipful Company of Chartered Surveyors and is a Freeman of the City of London. He is a trustee of a number of charities