

Ethics (Grants and Donations) Panel Terms of Reference and Membership

The Ethics (Grants and Donations) Panel shall comprise until 31st August 2016 the following terms of reference and membership.

Terms of Reference

1. Remit and status of the Panel:

- 1.1 The remit of the Ethics (Grants and Donations) Panel is to decide whether the *sources* of funding coming in to the School via prospective grants or donations referred to it are ethically acceptable. This relates to funder(s) and includes corporate funding in the form of sponsorship hereafter collectively referred to as 'funds' or 'funding', and the sources as 'fundors'. Each funder approved by the panel is approved for all future funding in accordance with the Procedures for the Ethical Screening of Grants and Donations.
- 1.2 In accordance with the Procedures for the Ethical Screening of Grants and Donations referrals will be made to the Panel, via the Ethics Manager, by the Director of LSE Advancement, the Director of the Research Division, or their named alternates. It is possible that matters may need to be referred to the Panel that are on the periphery of grants and donations- this will need to be decided by the School Secretary in consultation with the Chairs of the Panel. Where doubts remain following ethical screening work by LSE Advancement, referrals will be made to the Panel, via the Ethics Manager, by the Director of LSE Advancement, the Director of the Research Division, or their named alternates.
- 1.3 If the Panel cannot reach a unanimous decision the case will be referred to the Ethics Policy Committee and, if necessary, to the Council.
- 1.4 The Ethics (Grants and Donations) Panel does not of itself have responsibility for authorising signatures on grant and donation agreements. Those officers who sign such documents do so with the authority invested in them either by the Financial Regulations or by direct delegation from the Council.
- 1.5 The Panel is accountable to the Ethics Policy Committee of Council. The Panel should review and approve the grants and donations screening procedures annually.

2. Meetings of the Panel:

- 2.2 The nature of the work of the Panel is such that it is not possible to plan meetings in advance. As such, the proposed quorum has been set quite low at five – provided one of the Co-Chairs is included and none has a conflict of interest. Unanimity is required, failing which the matter is referred to the Ethics Policy Committee. If there are insufficient members who have no conflict of interest with the matter under consideration, the Co-Chairs of the Panel shall co-opt a member or members, of whom one or more may be external to the School provided that they can bring to the Panel relevant experience of ethical and corporate social responsibility issues or area expertise. If both the Co-Chairs have a conflict of interest with a particular matter, the Chair or Co-Chair shall appoint a member of the Panel to Chair the meeting.
- 2.3 Cases of under £5 million intended for review by the Ethics (Grants and Donations) Panel will first be reviewed by one of the Chair or Co-Chair and one other member of the panel as a second reviewer to approve, not approve, or refer on to the Panel. The Panel will review decisions made by the Chair since their previous meeting. The Panel will not meet less than once per term, unless there is no business to be transacted. Minutes of all meetings of the Panel will be taken and, once the minutes have been approved by the Chair or Co-Chair, shall be sent to all members of the Ethics (Grants and Donations) Panel, all members of the Ethics Policy Committee, the Director of

LSE Advancement, the Director of the Research Division, the Director of Government Relations, the Research Executive in LSE Advancement, and the School Secretary.

- 2.4 The following will be invited to attend each meeting as observers, in order to respond to queries raised by members of the Panel, but shall not participate in the decision-making process:
- (a) the Director of LSE Advancement or a senior member of LSE Advancement nominated by him or her; and
 - (b) the Director of the Research Division, or a senior member of the Research Division nominated by him or her, as appropriate to the Committee's agenda: and
 - (c) the School Secretary or his or her Executive Officer or a member of the Governance, Legal and Policy Division nominated by the School Secretary.
- 2.5 The Panel may in its discretion invite other individuals to attend meetings on a specific matter, to provide information or expert guidance.
- 2.6 All members will declare as necessary to the Panel any part they may have had in discussing a case with LSE Advancement and relevant others prior to their meeting, and any conflicts of interest they have in relation to a case.
- 2.7 The Panel will review, on a termly basis, the funding sources approved (or rejected) by the Director of LSE Advancement and the Director of the Research Division and the funding secured under their delegated authority within section 16.4 of the School's Financial Regulations.
- 2.8 After consideration of a draft at a meeting the Panel shall make an annual report to the Ethics Policy Committee summarising the issues considered by it and where appropriate, making recommendations for refinements or amendments to the process for approval.

Membership

The Ethics (Grants and Donations) Panel shall comprise until 31st August 2016:

Member	Status (Department)	
Prof. Paul Kelly	Pro-Director, Teaching and Learning – Chair	Ex-officio
Prof. Robin Mansell	Provost – Co Chair	Ex-officio
Prof. David Webb	Pro-Director, Planning and Resources	
Prof. Emily Jackson	Member (Law)	
Prof. Danny Quah	Member (Economics)	
Prof. Jackie Coyle Shapiro	Member (Management)	
Prof. Tim Allen	Member (International Development)	
Prof. Sandra Jovchelovitch	Member (Social Psychology)	
Prof. Saadi Lahlou	Member (Social Psychology)	
Mr. Charlie Beckett	Member (Media & Communications)	
Prof. Chris Polk	Member (Finance)	
Prof. Al Bhimani	Member (Accounting)	
Prof. Chetan Bhatt	Member (Sociology)	
Prof. Anne Phillips	Member (Government)	
Prof. Kevin Featherstone	Member (European Institute)	
Prof. Sara Hobolt	Member (European Institute)	
Prof. Charles Stafford	Member (Anthropology)	
Prof. Richard Bradley	Member (Philosophy)	
Tamara Box	Lay Governor	
VACANT(to be filled)	Member	

Status

The Ethics (Grants and Donations) Panel is a sub-committee of the Ethics Policy Committee.