

## MEETING OF THE BOARD OF SCRUTINY

### MINUTES

**Monday 5 September 2022, 10.30am via Zoom**

**Present:**

Professor Richard Mortier (Chair), Mr Graham Allen (Secretary), Mrs Rachel Rowe (Support Officer), Professor Jocelyn Wyburd, Dr John Fawcett, Dr Seb Falk, Mr Gavin Flynn, Dr Rob Doubleday, Dr Mark Smith, Dr David Butterfield, and Dr Mark Purcell.

The meeting began at 10:33am.

**1. Apologies and welcome**

Apologies were received from Dr Orsola Rath Spivack and Dr Gilly Carr.

**2. Declarations of Interest:**

None.

**3. Minutes of the meeting held on 2 August 2022:**

The minutes were confirmed as a correct record.

**4. Matters arising:**

The Secretary reported that Mr Gavin Flynn had confirmed his resignation from the Board with effect from 1 October 2022.

**5. The 27<sup>th</sup> Annual Report:**

The Board reviewed the latest draft of the Report and made edits to finalise the content. Members were asked to review the final draft as soon as possible after the meeting to enable the Chair to finalise the formatting and submit the Report to the Registry for fact-checking the following week. Board members were asked to add their electronic signatures to the document in the Google Drive.

**6. Dates and location of future meetings:**

The Board handover meeting will take place on Thursday 6 October from 2-3pm at a location to be confirmed (possibly Downing College or Christ's College).

**8. Any Other Business:**

The Board were asked to consider nominations for a new Chair and Secretary of the Board in advance of the meeting on 6 October.

The meeting closed at 12:30pm.

**Rachel Rowe**  
**Support Officer**