

HANDOVER MEETING OF THE BOARD OF SCRUTINY

MINUTES

**Thursday 6 October 2022, 2.00pm
at the Tim Cadbury/Music Room, Downing College**

Present:

Professor Richard Mortier (Outgoing Chair), Mr Graham Allen (Secretary), Professor Jocelyn Wyburd (Incoming Chair), Mrs Rachel Rowe (Support Officer), Mr Gavin Flynn, Dr Gilly Carr, Dr Rob Doubleday, Dr Seb Falk, Dr Orsola Rath Spivack, Dr Charles Read and Rev'd Andrew Hammond.

The meeting began at 2.02pm.

1. Election of Chair and Secretary:

Dr Seb Falk conducted the election of the Chair. Professor Jocelyn Wyburd was elected unanimously by the Board and took the Chair. The election of the Secretary was then held. Mr Graham Allen was nominated and re-elected unanimously.

2. Welcome to new members and introductions:

The Board welcomed the two new Pro-Proctor members – Dr Charles Read and Rev'd Andrew Hammond.

3. Apologies:

Apologies were received from Dr David Butterfield and Dr Mark Purcell.

4. Declarations of Interest:

None.

5. Minutes of the meeting held on 5 September 2022:

The minutes were confirmed as a correct record.

6. Matters arising:

The Secretary reported that following Gavin Flynn's resignation (previously effective 1 October 2022), his term was extended until 31 October 2022 to allow for further input to the 27th Annual Report. An advert has been published in The Reporter to fill the vacancy for the remainder of Gavin's term until 30 September 2023, with a closing date for applications of 11 November.

The Secretary reported that there will be a Discussion on a Topic of Concern regarding North West Cambridge on Tuesday 11 October, and Board members were encouraged to consider attending or submitting remarks to be read.

7. 27th Report timetable for publication and Discussion:

The Board's 27th Report will go to the Council on 17 October with an expected publication date of 19 October, and then it will be brought to a Discussion planned for 8 November. The Board's Chair and Secretary will attend the Discussion, and other Board members are welcome to attend.

8. Preliminary discussion of work plan for 2022-23:

a.) Time, format and frequency of meetings:

The Board agreed to continue with the reduced number of full Board meetings (three per term), to include a mixture of remote and in-person meetings. Five provisional dates were agreed, including three dates to which the Acting Vice-Chancellor, the Registry, the Pro-Vice-Chancellor for Strategy & Planning, the Academic Secretary and the Pro-Vice-Chancellor for Enterprise & Business Relations will be invited (see Item 10).

b.) Working Groups:

The Board agreed to continue operating via seven Working Groups – Estates, Finance, Governance, Education, HR, Research, and Systems & Processes – with the group memberships being decided via the shared Google Drive.

c.) Meetings with Senior Officers:

The Board will meet with the Acting Vice-Chancellor on Wednesday 19 October. The Secretary will liaise with the offices of the Registry, the Pro-Vice-Chancellor for Strategy & Planning, the Academic Secretary and the Pro-Vice-Chancellor for Enterprise & Business Relations and invite them to attend one of the provisional dates agreed (see Item 10).

9 . Any Other Business:

None.

10. Date of next full Board meeting:

The provisionally agreed dates of the full Board meetings for Michaelmas Term and Lent Term are as follows. The dates for Easter Term and the location of the Lent Term meetings remain unconfirmed.

Michaelmas:

Wednesday 19 October, 9.30-11.30am at the Old Schools (Guest – Acting Vice-Chancellor)

Thursday 24 November, 12-1pm (via Zoom)

Lent:

Thursday 2 February, 2-4pm (in person), venue and guest TBC

Thursday 2 March, 2-4pm (in person), venue and guest TBC

Thursday 16 March, 12-2pm (in person), venue and guest TBC

The meeting closed at 2.53pm.

Rachel Rowe
Support Officer