

# MEETING OF THE BOARD OF SCRUTINY

## MINUTES

**Wednesday 22 April 2020, 10:30am**

**Remote meeting via Zoom**

### **Present:**

Dr Karen Ottewell (Chair), Mr Graham Allen (Secretary), Mrs Rachel Rowe (Support Officer), Mr Ian Wright, Mr Francis Knights, Professor Martin Jones, Ms Edna Murphy, and Dr Annamaria Motrescu-Mayes.

The meeting began at 10:32am and was recorded to aid note-taking.

### **1. Apologies:**

Apologies were received from Dr Timothy Dickens, Ms Saba Alai and Mr David Goode. Dr Richard Mortier and Dr David Butterfield were not in attendance.

### **2. Declarations of Interest:**

None.

### **3. Minutes of meeting on 11 March 2020:**

The minutes of the Board meeting held on 11 March 2020 were confirmed as a correct record.

### **4. Matters arising:**

None.

### **5. Approach to Easter Term BOS meetings:**

The Board were informed that, due to the coronavirus pandemic lockdown, the Board would reduce the remaining meetings for the Easter Term from four to two – 20 May and 17 June. The time planned for the meetings on 6 May and 3 June could be used by the Working Groups to get together if needed.

### **6. Focus of Full Board meetings:**

The Board agreed to work towards having a first draft of the Annual Report completed by the meeting on 17 June.

### **7. Synopses of Working Groups:**

Board members discussed common themes that have emerged from the Working Groups in their investigations. Due to the current uncertain situation, it was agreed to invite the Chair of the Audit Committee and the Chair of the Colleges Committee to meet with representatives of the Working Groups to discuss some aspects of the University's preparedness for and response to the pandemic.

### **8. Any other business:**

None.

**9. Date of next meeting:**

The next meeting will be on Wednesday 20 May 2020 at 10:30am via Zoom.

The meeting closed at 11:55am.

**Rachel Rowe  
Support Officer**