

# MEETING OF THE BOARD OF SCRUTINY

## MINUTES

**Wednesday 25 October 2017, 12:30pm**

**Henry Cavendish Room, Peterhouse**

### **Present:**

Mr Tim Milner (Chair), Mr David Goode (Secretary), Mrs Rachel Rowe (Support Officer), Dr Gemma Burgess, Dr John Xuereb, Dr Karen Ottewell, Dr Liz Morfoot, Mr Ian Wright, Dr Carmel McEniery, and Ms Saba Alai.

The meeting began at 12:33pm.

### **1. Apologies:**

All members were present.

### **2. Declarations of interest:**

None.

### **3. Minutes of previous meeting:**

The minutes of the meeting held on 11 October 2017 were confirmed as a correct record.

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

#### **a. Elections to the Board:**

The Board agreed to continue encouraging nominations and circulating details about the election. The deadline for nominations to be received is noon on Friday 10<sup>th</sup> November.

### **5. Discussion by the Regent House of the 22<sup>nd</sup> Report:**

The Board noted the Discussion that took place on 24<sup>th</sup> October and discussed the response to the Board's Annual Report which was presented. The Board agreed to continue encouraging improved communication with members of Regent House.

### **6. Governance Review:**

The Board agreed to continue monitoring the progress of the Governance Review and follow up on the proposed timeline.

### **7. Research Office Review:**

The Board agreed to continue monitoring the progress of the Research Office Review and follow up on the proposed timeline.

### **8. Strategy and work plan for the coming year:**

The Board agreed to form working groups to focus on Finance, Estates, HR, Education, Governance and Research, and to consider who to arrange meetings with over Lent term. A whole Board

meeting has been arranged for the Vice-Chancellor in March, and meetings with the Registry and Senior Pro-Vice-Chancellor are still to be arranged.

**9. Any other business:**

The Board agreed to use Google Drive for future collaborative working instead of the Wiki page.

**10. Date of next meeting:**

The next meeting will be held on Wednesday 8<sup>th</sup> November at 12:30-2pm in the Henry Cavendish Room at Peterhouse.

The meeting closed at 1:53pm.

**Rachel Rowe  
Support Officer**