

# MEETING OF THE BOARD OF SCRUTINY

## MINUTES

**Wednesday 2 December 2020, 10:30am**

**Remote meeting via Zoom**

### **Present:**

Mr Graham Allen (Chair), Mr Ian Wright (Secretary), Mrs Rachel Rowe (Support Officer), Dr Karen Ottewell, Mr David Goode, Dr Annamaria Motrescu-Mayes, Professor Martin Jones, Professor Richard Mortier and Dr Mark Smith.

The meeting began at 10:33am.

### **1. Apologies:**

Apologies were received from Dr John Fawcett. Dr David Butterfield (on leave) and Ms Saba Alai were absent from the meeting. Dr Mark Smith gave his apologies that he would need to leave at 11:00am.

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

None.

### **3. Minutes of meeting on 18 November 2020:**

The minutes of the Board meeting held on 18 November 2020 were confirmed as a correct record.

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

#### **a.) Discussion of 25<sup>th</sup> Report:**

Board members were encouraged to virtually attend the Discussion on 8 December at which former Chair, Karen Ottewell, will present the Board's Annual Report.

### **5. Supplementary Report of the Board on the Allocations Report:**

The Finance Working Group updated the Board on the first draft of the Board's supplementary report, and welcomed any comments or changes to be submitted on the shared drive. The final draft will be circulated on 11 December for submission before Christmas.

### **6. Preparation for meeting with the PVC for Strategy & Planning on 20 January:**

Board members were asked to consider questions to ask the Pro-Vice-Chancellor for Strategy & Planning at the Board meeting on 20 January. The list will be sent to the Pro-Vice-Chancellor one week before the meeting.

### **7. Updates from Working Groups:**

Members of the Systems & Processes Working Group updated the Board on their work plan.

### **8. Any Other Business:**

None.

**9. Date of next full Board meeting:**

The next full Board meeting will be held on Wednesday 20 January at 10:30am via Zoom with the PVC for Strategy & Planning in attendance.

The meeting closed at 11:32am.

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