

MEETING OF THE BOARD OF SCRUTINY

MINUTES

Wednesday 5 July 2017, 9.30am
Peter Richards Room, Hughes Hall

Present: Ms Saba Alai (SA), Mrs Gwyneth Barton (GBa) (Support Officer), Dr Lydia Drumright (LD) (Chair), Mr David Goode (DG), Dr Stephen Kell (SK), Dr Carmel McEniery (CMcE), Mr Tim Milner (TM), Dr Cristiano Ristuccia (CR) and Mr Ian Wright (IW).

1. Apologies:

Apologies for absence were received from Dr Gemma Burgess (GBu), Mr Gordon Chesterman (GC), Dr Simon Frost (SF) and Dr Liz Morfoot (LM).

2. Declarations of Interest:

There were no declarations of interest.

3. Minutes:

The minutes of the meeting held on 22 June 2017 were confirmed as a correct record.

4. Matters Arising:

Nominations to the Board of Scrutiny

Board members had noted at their previous meeting that a second election had been run for the three vacancies on the Board arising in October 2017, but that no nominations had been received by the deadline. The Board discussed steps currently being taken to fill the vacancies.

Support Officer

Board members noted that this would be GBa's last meeting as Support Officer, as Rachel Rowe would be returning from maternity leave on 10 July 2017.

Dates of Board Meetings

It was agreed that future Board meetings would be held on the following dates, all at Hughes Hall:

- Tuesday 18 July 2017 9.30am to 11.30am
- Tuesday 1 August 2017 12.30pm to 2.30pm
- Tuesday 15 August 2017 12.30pm to 2.30pm
- Wednesday 30 August 2017 12.30pm to 2.30pm

5. Board of Scrutiny Response to the Governance Review:

A draft response from the Board of Scrutiny to the Governance review group had been circulated to Board members prior to the meeting. Board members welcomed the proposed response and suggested some minor amendments. It was agreed that the response would be finalised electronically and submitted by the deadline of 28 July 2017.

6. Updates from Working Groups on Drafting Sections of the Annual Report:

The Board received updates from the five working groups drafting sections of the Board's Annual Report. It was agreed to add a small sixth section to the Report. The progress made to date was welcomed and it was agreed to review the working groups' further progress at the next meeting.

7. Date of Next Meeting:

The next meeting would be held on

Tuesday 18 July 2017, 9.30am to 11.30am

Venue: Room tbc, Hughes Hall

The meeting closed at 11.40am.

Gwyneth Barton

Support Officer