

# MEETING OF THE BOARD OF SCRUTINY

## MINUTES

**Wednesday 16 November 2016, 10:45am**

**Seminar Room B, Hughes Hall**

**Present:** Dr Lydia Drumright (LD) (Chair), Mrs Gwyneth Barton (GBa) (Support Officer), Dr Gemma Burgess (GBu), Dr Stephen Kell (SK), Mr Tim Milner (TM), Dr Liz Morfoot (LM), Dr Cristiano Ristuccia (CR) and Dr David Secher (DS)

### **1. Apologies:**

Mr Gordon Chesterman (GC) and Dr Carmel McEniery (CMcE).

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

None.

### **3. Minutes of Meeting on 2 November 2016:**

The minutes of the meeting held on 2 November 2016 were confirmed as a correct record, subject to the following amendments:

- i) Add initials after full names in list of those present
- ii) Use initials instead of full names when necessary to refer to individuals
- iii) Minute 2: delete last part of sentence
- iv) Minute 5: add 'including the annual report of the General Board to the Council, and the allocations Report of the Council' at the end of the first bullet point
- v) Minute 6: replace first sentence with 'The Board noted that a matter of concern had been raised for Discussion by members of the Regent House, namely the University's Statement of Investment Responsibility, dated 13 June 2016.' Delete 'He explained that ...' from the beginning of the second sentence and delete 'that' before '... this was evidence of one issue.' In second paragraph, replace first two sentences with 'Members of the Board would be attending the Discussion.'
- vi) Minute 8: delete final sentence
- vii) Minute 10: delete second half of first sentence and whole of second sentence.

### **4. Matters Arising:**

The Board considered current vacancies and noted that the deadline for nominations was 12.00 noon on 18 November 2016.

Board members refined the questions they had prepared for Emma Stone, Director of Human Resources.

### **5. Guest:**

The Board welcomed Emma Stone, Director of Human Resources, and the following items were discussed:

- i) The HR priorities requiring most urgent attention;
- ii) How it can be ensured that policies, procedures and changes are instituted effectively across a devolved HR structure;

- iii) Whether HR has what is needed in terms of resources and empowerment to implement change;
- iv) Whether HR recognises and is dealing with concerns about lack of transparency in promotion and retention;
- v) The recent review of postdocs' salaries and other issues relating to postdocs;
- vi) Schools' and non-School institutions' staff surveys; the Board's concern about the percentage of reports regarding dignity at work issues such as bullying; and the steps being taken by HR to address these.

At the end of the discussion, the Board agreed to request additional documents from Emma Stone, together with written responses to specific questions relating to postdocs; EJRA; and career development, covering reward, retention and progression, including support for moves away from academia.

**6. Items under Review:**

None.

**7. Any Other Business:**

Members discussed a forthcoming vacancy on the Board and succession planning arrangements.

The Board reviewed nominations to existing vacancies and discussed possible steps to achieve a full complement of members.

**8. Date of Next Meeting:**

Wednesday 30 November 2016, 10:45am  
Guest: Jason Matthews, Director of Estates Strategy  
Venue: Seminar Room A, Hughes Hall

**Gwyneth Barton**  
**Support Officer**