

# MEETING OF THE BOARD OF SCRUTINY

## MINUTES

**Wednesday 21 October 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 Richard Mortier and Dr Mark Smith.

The meeting began at 10:35am.

### **1. Apologies:**

No apologies were received before the meeting. Dr David Butterfield, Ms Saba Alai, Professor Martin Jones and Dr John Fawcett were absent from the meeting.

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

None.

### **3. Minutes of meeting on 7 October 2020:**

The minutes of the Board Handover meeting held on 7 October 2020 were confirmed as a correct record.

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

#### **a.) Meetings with Senior Officers:**

The Board noted the confirmed dates to meet with Senior Officers in Lent Term:

- Wednesday 20 January – The Pro-Vice-Chancellor for Strategy & Planning
- Wednesday 17 February – The Vice-Chancellor
- Wednesday 17 March – The Registry

Board members were encouraged to consider potential candidates to nominate for election to fill the Board's vacancy. The deadline for nominations is 9 November.

### **5. Timetabling for finalising 25<sup>th</sup> Report:**

The Annual Report has been submitted to the Registry for factual comment, with a response expected before 9 November. The Report will then be submitted to Council.

### **6. Working Groups:**

Board members were reminded to consider the memberships of the Working Groups and update the lists in the shared Google drive as appropriate.

**7. AOB:**

The Chair informed the Board of his intent to submit a comment to the Council Discussion about the new Property Board on 27 October.

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

The next full Board meeting will be held on Wednesday 4 November at 10:30am via Zoom.

The meeting closed at 11:30am.

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