

**Minutes of the Board Meeting
Monday 23 June 2020 at 16.00-17.00**

Meeting held remotely by video conference

Present:

Mrs Helen Pitcher (Chairman)
Miss Karen Kneller (Chief Executive)
Mrs Sally Berlin (Director of Casework Operations)
Mr Peter Ryan (Interim Director of Finance & Corporate Services)
Mr David Brown (Non-Executive Director)
Mrs Linda Lee (Non-Executive Director)
Mr Rob Ward (Non-Executive Director)
Mr Andre Katz (Independent Non-Executive Director)
Mr Martin Spencer (Independent Non-Executive Director)

In attendance:

Head of Communication

Apologies: None

1. Declarations of interest:

None

2. Annual Report & Accounts 2019-20 for approval

Andre Katz, Chair of the Audit & Risk Assurance Committee confirmed the report and accounts had been reviewed by ARAC the previous day and any amendments had been input.

The Board was very complimentary of the structure and new presentation of the report.

In discussion, the Board asked the Head of Communication to consider the arrangement of the Chairman's and Chief Executive's forewords. These would be circulated the following day for final Board approval. It was planned to submit the report on 1 July with the laying date of 15 July.

The Chairman thanked the Head of Communication for his hard work in compiling the report. She also gave special credit to the interim Director of Finance & Corporate Services for his work and stepping in at short notice.

3. Any other business

None

4. Date of next meeting

Tuesday 21 July at 10.30