

# UET meeting

Tue 18 June 2024, 10:00 - 13:00

## Attendees

### Board members

John Vinney, Jim Andrews, Keith Phalp, Karen Parker, Shelley Thompson, Sarah Bate

Absent: Susie Reynell (Finance Director)

### In attendance

Jane Forster

### Visitors:

- Executive Deans and Judi: Faculty Performance at 10.45
- Andy Scott : RKE at 11.25

## Meeting minutes

### 1. Minutes and Matters arising from the previous meeting

Approval


A couple of updates were made to the action list. Shelley and Susie asked for a correction on the minutes

Chair

Apologies: Susie

Action list: <https://livebournemouthac.sharepoint.com/sites/UETPrivate/Lists/UET%20Actions/AllItems.aspx>

 UET actions 11th June 24.pdf

 Minutes\_UET meeting\_110624.pdf

### 2. Finance discussion

Susie Reynell

Attached: late papers, ARG validation of data returns, FRC cash flow and ARG risk register

The papers were approved. KP has shared some comments directly with Susie.

KP has also made some updates to other ARG papers: health and safety cover sheet.

 ARG 2024-06 Validation of Data Returns.pdf

 FRC Cash Flow May 24 vUET.pdf


 2024-06 ARG Risk Register.pdf

#### 2.1. Cash flow update

Information

Noted

Susie Reynell

 WEEKLY CASHFLOW FORECAST UET meeting 18th June 2024 Narrative week ending 070624.pdf

 UET - Weekly Cashflow Forecast w-c 17 June 2024.pdf

## 2.2. Bids for approval

1. Recommendation to the Board for approval to accept and sign a pending Collaboration Agreement for the NIHR-awarded project: Inspiring Students into Research (INSIGHT). If successful, the project would provide income to BU of £1,411,691 and have a Full Economic Cost of £1,423,982.

2. Bids:

- RED ID 14269 BU PI Lindsay Welch Project Title Academic Respiratory Research Alliance (Respiratory incubator) - Co-leading with Dr Nicola Roberts - Edinburgh Napier
- RED ID 14311 BU PI Dr Sally Lee Project Title Disability, sex and intimacy
- RED ID 14322 BU PI Louise Oliver Project Title Investigating social care, criminal justice, Education and NGO professionals who have been/are victims/survivors of domestic abuse and their experiences of support in the UK

3. Awarded subject to contract

- RED ID 13769 BU PI Carol Clark Project Title INSIGHT - BU Funder National Institute for Health Research

The bids and award were approved from a cash flow perspective. The Board paper was approved.

[Narrative for UET meeting 18.06.24.pdf](#)

[Appendix 1 Project Costing Tool.pdf](#)

[Appendix 2 Written Resolution RED13769.pdf](#)

[BU2025 Business Case RED13769 FRC.pdf](#)

## 3. Items for approval or note

### 3.1. Electric Vehicle Salary Sacrifice Leasing Scheme (EVSS Leasing Scheme)

Decision

Approved.

Susie Reynell

[EVSS Leasing Scheme Business Case.pdf](#)

### 3.2. OVC staff survey: action plans

Discussion

To develop an action plan for the main OVC to respond to the staff survey

All

There is ongoing work on communications and change leadership. There will be an engagement plan for Alison's arrival.

OVC staff are meeting to discuss the feedback in early July.

In response to some issues raised in the comments

- There was a discussion about HR support, issues with turnover and staffing.
- It was noted that there was an OfS consultation on sexual harassment and misconduct and the outcome of that was expected to be new requirements: due out after the election and expected to include licence conditions and mandatory guidance.
- It was noted that more than 50% of food sold on campus is vegetarian with a high percentage of vegan.

[Bournemouth University 2024 - OVC Value Comments.pdf](#)

[Bournemouth University 2024 - OVC Change Comments.pdf](#)

[OVC Comment sentiment.pdf](#)

[Staff survey action plan 2024.pdf](#)

[Bournemouth University 2024 OVC Questions.pdf](#)

## 4. Faculty performance

Exec Deans joined the meeting, Carly attending for Christos

Anand on teams

- Update on WLP discussions
- Review of graduate outcomes data 21/22 - noted but will be discussed next week when we have the more detailed report

Graduate outcomes data was noted but there will be a more detailed discussion when we have seen the more detailed analysis.

**REDACT**

[Redacted content]

[REDACTED]

 G.O 2021-22 Initial Summary.pdf

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## 5. Break

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### 6. Theme: RKE

Sarah And Andy Scott

AS joined the meeting.

QR: it was noted that there may be changes to staffing through the year but this plan assumes that the staff currently in post will remain in place for now. This will be reviewed later as there are ongoing discussions.

There has been a more creative/innovative approach to the rest of the spend. The PGR studentships have been launched. There is money to support the impact case studies, coming out of the mock REF later this year. Money for HEIF funding for KE: this seemed to work this year.

Innovation vouchers: competitors are doing this with partners, using staff time to start conversations: giving time for free up to the value of the voucher. This will support building regional connections.

SB said there has been engagement with the Deans as this plan has been developed over the last few months, with Kate W involved as well. Kate has challenged the way the funding has all gone through faculties and not to UoAs. This year the impact money will go through the UoAs as will provide more focus (and also support engagement with the mock REF).

There has been a really strong look at the EDF and there is a fall in investment: will align better with strategic aims, in particular income generation. The open access and bridging fund are also aligned to the strategic aims.

Question about timing: it would be good to release some early as it has always been late. It would be good to get the faculty allocations and panel led things earlier in the year. Some for strategic initiatives can be held back until we are sure about the budget next year depending on student numbers. A managed release.

There is an ongoing review of research centres which needs to be completed before all the decisions can be made, and also a review of all the action plans and prioritising those. £107k will be allocated after those reviews are completed.

SB to check in with Susie. Noted that the early release items will not be available for reduction if there is financial pressure. It won't all be spent immediately, if there is a need, those pots could be reduced. The ability to start spending is really important. [after the meeting SR confirmed her approval]

 QR Plan 2425 for UET Approval .pdf

 QR HEIF Plan 2425 to UET.pdf

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### 7. Standing item: reportable events

Discussion

Reportable events update

Chair

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[REDACTED]

## 8. Future Meetings

It was noted that Jane and Jacky would be bringing a list that includes everything provided by the Deans for 25//26 and 26/26 in time for the portfolio discussion next week, plus a list of the things we should be considering that are not on the list.

KPh confirmed that the workflow for portfolio approvals was being reviewed and would come back to UET including early strategic prioritisation at an executive level and an opportunity to consider capital and other broader implications.

ACTION: KPh to bring the new workflow to UET for approval.

 UEt 25th June 2024.pdf

 ULT 19th June 2024.pdf

 EULT 10th July 24.pdf

 UET 2nd July 24.pdf

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## 9. AOB

The final PTES response rate was 11%.

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The Enhanced Recruitment Control spreadsheet was reviewed.