

UET Meeting

03 March 2020, 10:00 to 12:00

VC's office [Apologies: TMB]

Attendees

UET Members

John Vinney, Jim Andrews, David Reeve

In attendance

Jane Forster, Sarah Hutchings (Present at: 2), Colleen Harding (Present at: 3), Christina Pizot (Minute taking)

Apologies

Tim McIntyre-Bhatty

Meeting minutes

1. Minutes and Matters Arising from the Previous Meetings held 25 February 2020

Approval

Minutes

These were approved with no further amendments or redactions.

Matters arising

None noted.

 Draft Minutes UET 25 Feb 2020.pdf

2. Standing item: Financial Update

Information

Ms Sarah Hutchings joined the meeting to review the updated financial forecast. Ms Hutchings noted that the forecast had been extended out to September 2020 using the latest income estimate from PRIME, rather than the BU2025 plan. DR commented that the priority would be to look at our core student numbers and staffing costs before we could start our budget projection.

DR shared the latest BU2025 financial plan update. This would be presented at the EULT awayday this Thursday.

UET reviewed the proposal for the 'budget communication for staff'. It was agreed that the language used needed to be tailored to the different teams and Faculties.

Present: Sarah Hutchings

3. EULT awayday planning for 5 March

Dr Colleen Harding joined the meeting to review the outline for the morning session which would be based on 'ideas'.

JV would set the context at the start of the session by emphasizing the scale of what we were working towards.

UET agreed that it was important to set the criteria which we should be aiming for.


Those discussed were:


- short term solution that was permanent?
- financial impact
- deliverability & risk


Dr Harding detailed two approaches which could be used to facilitate on the day:


- the scientific structural approach looking at revenue, savings and institutional 'ideas'.
- the more flexible approach whereby people would share their ideas on the day.

UET agreed to go with the first option but with some degree of flexibility.

 Agenda for 5th March.pdf

 EULT awayday 5th March 2020.pdf

 Budget communication for staff.pdf

 EULT Repacing Mar 2020.pdf




Present: Colleen Harding

4. Standing item: OfS and Government Reporting

Information

- BU Reportable Events Decision Log
- Regulatory Reporting Tracker
- Horizon scan



No new updates noted.

-  BU Reportable Events Decision Log updated 25.02.pdf
-  OfS and returns tracker.pdf
-  Horizon scan 3rd March 2020.pdf

5. Future Meetings and Items:

Review
Chair

- UET half awayday agenda - 10 March 2020
- ULT forward agendas

-  Forward agendas running updates.pdf
-  ULT agenda for March meeting.pdf

6. Standing item: Update on External meetings and events

Discussion

- JV attended the HEPI breakfast seminar on '*Challenging the Status Quo – who governs the governors?*' at the House of Commons last Wednesday.

7. AOB

- JA noted that the Government had launched their strategy plan for the corona virus. BU were looking at different options in case we had to close the University and impact on staff. The events calendar was also being reviewed.
- JA notified UET of a possible campus incident and how this would be managed if it occurred.
- JA added that the gender pay gap report would be coming out at the end of March 2020. The headlines would show growth in our pay gap despite the positive contributions the university had made.

- The following papers were reviewed by UET on 10 March prior to submission to the ARG committee on 20 March:

- Value for money reporting (VFM) progress update
- PwC cash flow audit action plan
- Review of Fraud Policy and Procedures
- National Pay Negotiations 2020/21

