

# UET

07 April 2020, 10:00 to 12:00  
MS teams

## Attendees

### UET members

John Vinney, Tim McIntyre-Bhatty, Jim Andrews, David Reeve

### In attendance

Jane Forster, Christina Pizot (Minute taking)

## Meeting minutes

### 1. Minutes and Matters Arising from the Previous Meetings held 31 March 2020

Approval  
Chair

#### Minutes

The minutes from the previous meeting were approved with redactions to item 1 and a minor change to AOB section.

#### Matters Arising

None noted.

 Minutes\_UET meeting\_310320-1.pdf

### 2. Standing item: Financial Update

Information  
David Reeve

DR reviewed the latest financial forecast through to September 2020. Overall, DR noted that our position would be better than planned by the end of July 2020. The wider 2019/20 impacts of Covid-19 would be applied to the cash flow forecast once we had a decision on student accommodation.

DR added that he was talking to PwC this Thursday to give them a verbal update on the OfS reporting.

UET discussed the outline of the discussion items for tomorrow's EULT meeting. DR noted that there would be an update on the budget itself, the short term measures and a heads up on the work which was currently being done by Russell Pottle and the PRIME team.

JA would also give an update on Covid-19, any MIG related issues and a review on the critical activity for the next 6 weeks.

### 3. Standing item: OfS and Government Reporting

Discussion  
Jane Forster

- BU Reportable Events Decision Log
- Regulatory Reporting Tracker

JFo reviewed the latest tracker with UET. No updates noted.

 Copy of BU Reportable Events Decision Log updated 2 April 2020 fixed.pdf

### 4. Future Meetings and Items:

Review  
Chair

- ULT forward agendas

JFo would review the agenda for 22 April meeting. It was agreed to add a budget discussion item. JFo would re-circulate to UET for consideration and final approval.

### 5. AOB

-JFo mentioned a paper received by Lois Farquharson from the Disaster Management team, regarding procurement around an online tool, for consideration at ULT.

UET agreed that this could be escalated without the need of going through to ULT. DR would find out more details of the exact requirements and discuss this with the procurement team directly. DR would report back to UET accordingly.

 BUDMC UOR Paper.pdf

