

# UET Meeting

28 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, Sarah Hutchings (Present at: 2.1), Christina Pizot (Minute taking)

## Meeting minutes

### 1. Minutes and Matters Arising from the Previous Meetings held 21 April 2020


**Approval**  
Chair

#### Minutes

The minutes from the previous meeting were approved with some redactions to item 2.2.

#### Matters arising

None noted

 Minutes\_UET meeting\_210420.pdf

### 2. Standing item: Financial Update

**Discussion**  
David Reeve

DR reviewed the weekly financial forecast including an update on the CCFF (Covid Corporate Financing Facility) application forms.

#### 2.1. Cash flow update

**Information**  
Sarah Hutchings

Ms Sarah Hutchings joined the meeting to review the latest cash position and the forecast through to September 2020.

[item redacted]

UET reviewed in details the budget outline by Faculties and Professional Services prior to the discussion at EULT meeting tomorrow.

Present: Sarah Hutchings

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

**Information**  
Jane Forster

- BU Reportable Events Decision Log

No new updates noted.

### 4. Future Meetings and Items:

**Review**  
Chair

- ULT forward agendas

UET reviewed the agenda for the next EULT meeting taking place tomorrow. JFo noted that Dr Colleen Harding had a discussion item on the agenda entitled '*working differently*' centered around the BU2025 implementation plan.

UET discussed the 15 May 'Academic Leadership day' and the 1 June 'Leadership conference'.

UET agreed it would be beneficial to keep those events going but would allocate the time to the morning only and would run these virtually. JFo would update the diaries invites accordingly so that the EULT members were kept informed.

 29 April EULT agenda.pdf

### 5. AOB

None noted.

