

# UET Meeting

07 July 2020, 10:00 to 12:00  
MS Teams

## Attendees

### In attendance

John Vinney, Tim McIntyre-Bhatty, David Reeve, Jim Andrews, Sarah Hutchings (Present at: 2), Jane Forster, Christina Pizot (Minute taking)

## Meeting minutes

### 1. Minutes and Matters Arising from the Previous Meetings held 30 June 2020

**Approval**  
Chair

#### Minutes

The minutes from the previous meeting were approved with no further comments or redactions.

#### Matters arising

None noted.

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### 2. Standing item: Financial Update

**Discussion**

David Reeve/Sarah Hutchings

Present: Sarah Hutchings

#### 2.1. Cash flow update

**Information**  
Sarah Hutchings

Ms Sarah Hutchings joined the meeting to update UET on the cash flow forecast for this week.

Ms Hutchings noted that the forecast had now been extended to the end of October, with the baseline from August onwards reflecting the cash flow budget reviewed and approved recently by the FRC committee. Ms Hutchings added that there had been very little movement since last week apart from the IT capital spend.

### 3. SUBU Lease Amendments on Incorporation

**Approval**  
Jim Andrews

JA reviewed the attached '*SUBU Lease Amendments on Incorporation*' paper which would need UET approval prior to Board submission. JA noted that this was essentially a changing of name on the lease but that the terms and conditions remained the same.

UET approved the paper as outlined. This would be submitted to the next Board meeting on 17 July 2020.

 DRAFT - Board Paper - SUBU Property Aspects 06 07 20.pdf

### 4. EU Fees

**Discussion**  
Chair

UET had a discussion around EU fees and which approach to adopt going forward.

UET would ask Marketing to do a piece of work around testing the assumptions discussed and a competitors' analysis comparison on the subject. This could be reviewed by UET before the Board meeting in July.

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

**Information**  
Jane Forster

- Regulatory Reporting Tracker

JFo discussed the new licence condition which came into review last Friday.

- Reportable events update

No new updates noted for this week.

### 6. Future Meetings and Items:

**Review**  
Chair

- Board agenda - 17 July 2020

UET reviewed and discussed the latest Board agenda ahead of the meeting on the 17 July.

## 7. AOB

- JA updated UET on the various stages of the planned re-opening of the campus. This would be done in phases in order to minimise any potential risks for staff and students. The Major Incident Group (MIG) has agreed a target date of 3 August for both main campuses to be ready to reopen.
- DR reviewed with UET the progress of the '*Allocation of Budget Savings*' which was circulated on 6 July. The document highlighted savings across the university which have been identified by Brian Kaliczynskyj's team in collaboration with the Finance team. DR suggested circulating this document to budget holders and ULT for comments and approval. UET agreed with the approach and this would be circulated this week for discussion at the ULT meeting next week.
- *REF survey* - JFo asked UET for their recommendation on a response to the survey on the REF modifications which closes tomorrow. UET agreed not to respond in this instance. JFo would advise Shelly Anne Stringer accordingly.
- *MoU between University Hospitals Dorset NHS Foundation Trust and BU* - JA updated UET on the latest draft proposal. Academic Quality and Legal have both confirmed that this would be a low risk partnership. Professor Steven Tee was currently working on the paperwork and due diligence. TMB would liaise with Ms Jacky Mack to get the final paper to Senate in order to have endorsement prior to Board submission.

