

UET meeting

18 August 2020, 10:30 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)

Meeting minutes

1. Minutes and Matters Arising from the Previous Meetings held 11 August 2020


Approval
Chair

Minutes

The minutes from the previous meeting were approved with one redaction to item 4.

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

SH gave an update on the latest cash flow. A cash flow forecast to the end of the 2020/21 year would be provided from next week, although weekly forecasts would only be given to December.

It was noted that although there was now further uncertainty about student numbers given the overnight announcement on A level grades, clearing had been progressing relatively well so far. However, there is concern about international student numbers falling below expectation.

It is important to now plan to implement the further cost savings that have been discussed, including pay costs.

3. Standing item: OfS and Government Reporting

Information
Chair

- Reportable events update

The next meeting with the OfS is on 26th August.


There was a brief discussion about the impact of changes to student numbers, which should be discussed on Friday morning with DW to consider if it is reportable.


4. Future Meetings and Items:


Review
Chair

- UET agenda 25 August 2020
- EULT agenda 19th August 2020
- EULT agenda 2 September 2020

The agendas were discussed. The NSS item would be postponed until the next meeting.

 UET agenda 25 Aug 2020.pdf

 EULT agenda 19th August 2020.pdf

 EULT agenda 2nd September 2020.pdf

5. AOB

JA noted that a draft of the internal audit report on IT security raised some issues that were being considered.

After the meeting, at an informal meeting on 20th August, UET approved the staff expenses policy that was approved at ULT on 19th August.

