UET meeting

03 November 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), Deborah Wakely (Present at: 3), Christina Pizot (Minute taking)

Meeting minutes

1. Minutes and Matters Arising from the Previous Meetings held on 20 October 2020

Approval
Chair

Minutes
The minutes from the previous meeting were approved with a couple of corrections to item 2.3 & 3. and one redaction to the AOB section.

Matters arising
JA noted that further to the Government's announcement last Saturday of a second lockdown, a message had been sent out to all staff and students reassuring them that as soon as we got further details and guidelines we would be looking at the implications for BU.
At this stage, there should be minimal impact with the campus still being kept open and our current blended approach to teaching continuing. However, there would be some implications for supporting and other front line services.
JA added that another MIG call was scheduled for this afternoon to discuss options but we would know more after further government guidelines were expected to be released this evening on how universities should operate.

2. Standing item: Financial Update

Discussion
David Reeve

DR noted that the OfS return had been submitted last week.

2.1. Cash Flow update

Review
Sarah Hutchings

SH joined the meeting to review the latest cashflow position. SH noted that this week's cashflow was now based on the going concern cash flow forecast shared with BDO, updated for actual cash movements in the last two weeks.
SH added that we were already ahead of the cashflow which was sent to BDO but some of that was on our project related spend, including capex & IT Digital Enablers so this was more of a timing difference.
On the income side, our fee income from the SLC was below what we had expected but it was difficult to give an exact number due to all the changes which had happened this year.

UET agreed to have a verbal update of our financial position at the EULT meeting tomorrow.

Present: Sarah Hutchings

2.2. Bid Approvals

Approval
David Reeve

-RED ID 12356: Dr Wei K Chai "Securing IoT Networks against Malware Epidemic (MALDEMIC)"
-RED ID 12391: Dr Wei K Chai "Data-Driven Smart Urban Transportation System (DDSUTS)"
-RED ID 11942: Dr Hongchuan Yu "Large Photo-sketch Pair Database Development"
-RED ID 12286: Dr Stephanie Schwandner-Sievers "SOUNDs: Understanding and Tackling the Drivers and Enablers of Serious Organised Crime in Albania through music (HipHop) elicitation and cocreation"
-RED ID 11320: Prof Venky Dubey "Developing commercialisation potential of our patented point-of-care neuropathy assessment device"

In summary, DR noted that these bids were cash positive and had only a relative small cash exposure at the start of the periods under review. The bids themselves had a good FEC recovery rate overall.
UET reviewed and approved the above bids, including their associated cashflows.

3. Standing item: Board and sub-committee preparation

- Board agenda - 27 November /18 December 2020
- Banking and extraordinary meetings

DW joined the meeting to discussed with UET the proposed timelines of all the extraordinary meetings, including the next Board agenda, and the various paper deadlines especially the banking papers.
UET reviewed the options and timelines suggested and agreed on a split Board agenda - one taking place on the 27 November and one on the 18 December 2020. There would also be an extraordinary FRC/ARG meeting which would be scheduled in the diaries.
DW would prepare and circulate the revised agendas and confirm the new dates in the diaries.

DW flagged to UET a LEP grant agreement which Legal had been advised needed UET approval and signature. UET were not aware of this agreement and agreed that this would need further investigation especially in terms of the costings before this could get signed off.

Present: Deborah Wakely

4. Standing item: OfS and Government Reporting

- Reportable events update
- Regulatory Reporting Tracker

-TMB advised UET of a possible reportable event relating to PGR students who had withdrawn from their studies. At this stage, there was no clear indication on what was the major factor in their decision withdrawal. TMB would investigate further with Dr Julie Northam and Ms Fiona Knight and report back to UET this week.

-JFo flagged to UET the OfS NSS survey, the deadline was the 13 November. In this instance, UET agreed not to respond to the survey.

5. Future Meetings and Items:

- 4 November -ULT agenda
- 18 November - ULT agenda

UET reviewed the forthcoming November agendas.

6. AOB

-JA discussed Brexit implications and new guidelines around student and staff visas. Dr Julie Northam has prepared all the declarations necessary in terms of Research around existing funding and Ms Karen Parker from a staff point of view.

-The following items were reviewed for UET approval at a discussion meeting on 10 November.

The following three Research bids:
- RED ID: 12399 – "AI-Driven Automated Programmatic Transformation (ADAPT) of images and video for interactive entertainment and educational productions" - Innovate UK– Dr Xiaosong Yang
- RED ID: 12423 "Compassion, coercion and beyond: Analysing the history of British social welfare"
- RED ID: 12433– "'Doing the Lord's Work': An historiographical analysis of twentieth century women's missionary nursing in Kenya and Madras" –BA/Leverhulme Senior Fellowship- Prof Sara Ashencaen Crabtree.

UET approved the first bid - RED ID: 12399 but the other two -RED ID: 12423 & 12433- were not approved at this meeting.

The following two Board papers which Estates and Legal had collaborated on for approval via written resolution:
- the surrender of the Santander Poole House lease
- the delegated authority to sign the collateral warranties

Both papers were reviewed and approved by UET. These would now be submitted for Board approval at the next meeting on 27 November.