

UET meeting

Tue 06 July 2021, 10:00 - 12:00

MS Teams

Attendees

UET members

John Vinney (Chair), 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 Meeting held on 29 June 2021


Approval
Chair

Minutes

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

Matters arising

None noted.

 Minutes_UET meeting_290621.pdf

2. Finance discussion

David Reeve

2.1. Cash flow update

Discussion
Sarah Hutchings

SH joined the meeting to review the latest cash flow position for the end of June:

- Our position has gone down slightly from what we was expected
- Fee income has come in earlier
- Research income has not come in as per the forecast so has been carried over to next month
- Small movements noted over non-pay and Digital Enablers
- Movement noted in Estates due to some of the budget phasing


Present: Sarah Hutchings

2.2. Bid approvals

Approval
David Reeve

DR reviewed the below bids and noted these were all Partnerships with overseas universities. DR would support all these bids from a cash flow aspect.

On that basis, UET approved the bids going forward.

 Narrative for UET meeting 2.7.21.docx

3. Pakistan Partnership Proposal and Due Diligence Report

Approval
Jim Andrews

JA reviewed the updated proposal including the due diligence report following discussion at UET last week.

Regarding the due diligence report, Alastair Morrison had added the reference to the funding source for the potential future research collaboration in the proposal itself and references to UK government and other agency involvement in Pakistan.

A mention (and reference) to the human rights concern, with a sentence regarding mitigation had also been included.

At this stage of the proposal, JA commented that there was no need for any further due diligence.

 Pakistan Partnership Proposal(1).pdf

 Pakistan Due Diligence Report(1).pdf

3.1. MoU with Ministry of Information and Broadcasting, Pakistan *Strictly confidential *

JA reviewed the advisory paper from Legal. JA noted this should be regarded as an appendix provided by Legal to the MoU.


Key advice noted from the document were:

- recommendation for a legally binding document
- recommendation for legal protection in Pakistan
- human rights aspect to be taken into consideration

JA noted that at this stage this was a low level collaboration and about student exchange, and the next steps moving forward would be a legally binding document.

UET were happy to support the MoU and have taken into account the independent legal review of the proposal.

It was agreed that at this stage of the proposal, this would not need to be reviewed by ULT.

 Draft UET Paper Ministry of Information and Broadcasting Pakistan v.2.pdf

4. Standing item: OfS and Government Reporting

Discussion
Chair

- Reportable events update
- Regulatory reporting tracker


Nothing new to report.


5. Future Meetings and Items

Note
Chair

- ULT agenda - 7 July 2021
- ULT agenda - 21 July 2021

UET reviewed the forthcoming ULT agendas. It was agreed that the 4 August ULT meeting would be cancelled.

 ULT meeting - 21 July 2021.pdf

 ULT meeting - 7 July 2021.pdf

6. AOB

- Pay negotiations
JA advised UET that UCU and Unison had entered into formal dispute process
- JA noted that the Mandatory Training had been completed at 90%
- JA advised UET that Kimmeridge House would be opened as a drop-in vaccination centre, from the 9 until 12 July, whilst the BIC was unavailable
- TMB gave UET a progress update on the potential online HE Partners.
- DR advised UET of a new pilot being tested out for future payments for some international students

- The following was reviewed at the [UET discussion meeting on the 13 July](#):

-Management Accounts - June 2021 update

UET noted the Management Accounts which would be reviewed at the next ULT meeting.

- Studland House Project

The arrangements in relation to the project were approved, subject to some wording changes which SH would make to the paper.

SH mentioned two requests for deferrals to planned payments- the first one was regarding equipment for SciTech. TMB commented that this project was externally funded and there may be a time limit on the payments. SH agreed to make the necessary checks.

The second one was for equipment for Christchurch House which had been delayed. SH agreed to review whether this needed to be deferred or might no longer be required.

-Contract signing policy and procedures

There was a discussion about the need for training and interfaces with other teams. As EULT members had also said that they would like a discussion about exemptions and procedures, it was agreed that DW would bring the paper back to EULT on 18th August for a discussion about training, interactions between teams and exemptions, and to request approval for the updated policy.

- At the UET informal meeting on the 15 July the following was discussed:

-UET reviewed the proposals for Royal London House (RLH) and agreed to proceed with discussions with the current leaseholder **[name redacted]** and keep the position under review.

-Chartered Management Institute (CMI) 2018 HE Partnership Contract and 2021 variation

UET reviewed the CMI contract and variation agreements but at this stage this was not approved. TMB would go back to Lois Farquharson to discuss further.

