

UET meeting

Tue 21 September 2021, 10:00 - 12:00

Committee room (Apols: TMB)

Attendees

UET members

John Vinney (Chair), Jim Andrews, David Reeve

Apologies

Tim McIntyre-Bhatty

In attendance

Jane Forster, Sarah Hutchings (Present at: 2), Brian Kaliczynskij (Present at: 2.3), Christina Pizot (Minute taking)

Meeting minutes

1. Minutes and Matters arising from the previous meeting held on 14 September 2021


Approval
Chair

Minutes

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

Matters arising

JV commented that in terms of the CMA Action Plan, it would be beneficial to get an update from the Executive Deans at next week's UET meeting on the 28 September.

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2. Finance discussion

Present: Sarah Hutchings

2.1. Cash flow update

Discussion
Sarah Hutchings

SH joined the meeting to review our latest cashflow position:

-SH noted that they were expecting a further shortfall in RKE income from the position reported in the cashflow figures, likely to be offset in part by lower non-pay expenditure. SH had discussed this with DR and agreed we would not update this until we completed the first formal Management Accounts forecast for 2021/22 in November and had a better view of the overall position

-The team was currently working with IT on the forecast but this was mainly timing issues

-JA noted that he would have an update tomorrow on RLH from Stuart Laird.

-JV added that going forward the QR income going should be flagged up as a risk.

2.2. Bid approvals

Approval
David Reeve

DR noted that these were all strong bids with good recovery rates against the FEC. The majority of them were cash positive throughout.

On that basis, UET were content to approve the following bids:

-RED ID: 12532 – “Drowning Prevention for children aged under 2 in Bangladesh”, NIHR (Research and Innovation for Global Health Transformation) – Edwin van Teijlingen

-RED ID: 12670 – “Making connections: reconstructing Middle Bronze Age kinship networks in the Levant”, AHRC – Nina Maaren

-RED ID: 12760 – “Physical and mental health impacts of covid19 - physiological and social differences among the public”, ESRC – Marcin Budka

-RED ID: 12765 – “Women’s navigation of a male-dominated environment: The Insurance Profession / Industry”, ESRC – Parisa Gilani

-RED ID: 12767 – “Scaling up Human Henge: Using prehistoric cultural heritage sites to enhance mental health well-being in marginalized communities”, AHRC – Tim Darvill

 Narrative for UET meeting 21.9.21.docx

2.3. Transformation Team Update

BK joined the meeting to review the latest update on the Transformation Team work. BK noted that the financial analysis was pulled together straight from the general ledger.

BK noted that the staff costs had been more of a challenge than anticipated, predominantly around the PTHP and non-contractual costs.

BK commented that the analysis showed the breakdown of the targets. BK added that some of the savings achieved, especially around travel, were linked to Covid and the resulting lockdown.

BK reviewed with UET the active projects the team had been working on as well as the different phasing of these projects:

- Additional Income
- F&R review
- Workload planning
- Procurement review
- RDS support

BK also reviewed other projects/activities, some of these around Service Excellence and the work Susanne Clarke was leading on.

BK noted that some teams had been excellent at facilitating these new changes such as RDS, others had been less receptive due to time constraints and other challenges. BK added that these tools should be rolled out over the next two/three months.

UET agreed that this was an excellent piece of work which BK and his team had undertaken.

SH enquired as to how best UET and ULT could implement these changes and developments. It was agreed that this work should be promoted at ULT and BK would come to the next ULT meeting on the 6 October to present his work.

 July Year End Transformation Team Update v1.1.pdf

Present: Brian Kaliczynskij

3. Standing item: OfS and Government Reporting

Discussion
Chair

- Reportable events update

Nothing new to report

- Regulatory reporting tracker

JV noted that our OfS 2019-20 access and participation plan monitoring return had come back with no issues.

4. Future Meetings and Items

Note
Chair


- ULT agenda - 6 October 2021

JFo noted that there was a big discussion item on the 'student experience action plan update'.

UET agreed that it would be good to add another discussion item around 'Assessment Boards and Summer Processes'.

JA would ask Jacky Mack and Brian Kaliczynskij to do an internal piece of work around it.

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5. AOB

Chair

- JFo had circulated the Board slides/report for UET's comments and feedback. It was discussed that it might be helpful to add an update on Chapelgate, RLH and Melbury House into the report

