

# UET meeting

Tue 12 October 2021, 10:00 - 12:30

Teams (committee room not available)

## Attendees

### UET members

John Vinney (Chair), Tim McIntyre-Bhatty, Jim Andrews, David Reeve

### In Attendance

Jane Forster, Stuart Laird, Steve Cox & Andy Scott (Present at: 2.1), Sarah Hutchings (Present at: 2), Tom Ormerod (Present at: 2.5), Deborah Wakely (Present at: 3), Christina Pizot (Minute taking)

## Meeting minutes

### 1. Minutes and Matters arising from the previous meeting held on 5 October 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\_051021.pdf

### 2. Finance discussion

The following papers were circulated by DR to UET for note prior to submission for the FRC meeting on the 22 October:

- Financial Dashboard -Student Recruitment and Budget Implications-BU2025 high level financials
- Procurement Review proposal
- SONIA transition and Hedge counterparty changes

Present: Sarah Hutchings

#### 2.1. Estates Financial Planning

SL, SC and AS joined the meeting to review with UET the updated Estates Development Framework (EDF) phase 2 plan extended to cover the period to 2030.

Discussion  
Stuart Laird, Steve Cox, Andy Scott

JA noted that the first draft attached was a schedule of capital investment options, including a programme contingency. The second document was a further iteration of this plan. JA added that Estates had been meeting with priority stakeholders over the summer period to capture estate needs and priorities and this was a summary of current Estates thinking on the shape of a revised EDF 2 plan. UET reviewed the latest plan - option 1 in that spreadsheet, option 2 was also detailed in that spreadsheet.

UET reviewed the various options around the various space issues in particular around EBC. SC recommended extending the lease for EBC for at least a few years until we can understand the growing pressures in HSS. UET agreed to look at the more detailed phasing and cashflow before deciding on the final option.

Present: Stuart Laird, Steve Cox & Andy Scott

#### 2.2. Cash flow update

SH joined the meeting to review the latest cashflow position:

- SLC payments - this was the main impact this week. SH would submit the data as currently held
- SITs situation - this would have an impact but would be mainly be a timing difference
- Research income - a slight difference with some of the receipts being received in Euros.

Discussion  
Sarah Hutchings

#### 2.3. Year End Management Accounts

DR noted that there was some movement around the pensions adjustment but otherwise no other issues to report. These figures would be submitted to the next ULT meeting on the 20 October prior to FRC submission on the 22 October.

 FRC Management Accounts July 2021 final v2.pdf

Note  
David Reeve

## 2.4. Bid approvals


-RED ID: 12734 – “Combining advanced Science with expert Community for Insight into Top predator roles in Ecosystems under a changing climate”, ERC – Georgia Jones


-RED ID: 12785 – “Who is CCAM for? (WICCAMP)”, Horizon Europe – Avleen Malhi

DR noted that there were no issues from a financial point view for the above bids. Majority were cash positive and all had good recovery rate.

On that basis, UET were content to approve.

JA added that there was another bid which he was working on with TMB - a business Case for the '*Pacific Islands Endangered Cultural Heritage Survey*' (funded by The Arcadia Fund) from Professor Kate Welham  
CHN was finalising the details with Julie Northam. This would be reviewed at the next UET informal meeting this week.

 Aggregated pre-pending cash-flow 08.10.2021.xlsx

 Narrative for UET meeting 12.10.21.docx

## 2.5. IT Strategy

TO joined the meeting to review the updated and latest Digital Enablers/IT plans for the next 4 years. JA noted that this was the third updated re-phase which incorporated the activities from the original plan which had been updated and aligned to the cash flow review in December 2019, the subsequent review by Jon Ward in July 2020 and the update since that date in terms of key activities.

JA noted that the prioritisation review had only been undertaken by IT so far and needed wider engagement and conversation around the organisation. UET were asked to review and discuss the prioritisation list.

TO commented that in terms of the 'Research system' on the list, IT never had a clear strategy of that the system would look like and therefore was listed as a 'desirable'. TO added that the Digital Space project was an important one as this affected both students and staff. It would be beneficial to have a single space where staff and students could get the information they needed.

UET reviewed the plan and would agree on the financial modelling before the FRC meeting on the 22 October.

Present: Tom Ormerod

## Discussion

Tom Ormerod

## 3. Standing item: OfS and Government Reporting

- Reportable events update

DW joined the meeting to review with UET two potential reportable events:

-CMA compliance

DR noted that following the ARG meeting on the 8 October, DR advised David Hanson of BDO of the potential financial implications and pointed out the risks, but from a financial point of view DR believed that the risk was not material.

TMB added that they were actively monitoring and managing any potential risks going forward.

[ITEM REDACTED]

-SITs technical issue

JA advised UET that this had been deemed as not reportable to the ICO and was also not a reportable incident to the OfS at this point because it was not "very significant" within the terms of the current guidance.

Furthermore, there had been no data loss, no evidence of external influence and the impact on students and risks had been mitigated.

On that basis, UET agreed that both events were not reportable at this time, but would closely monitor and review the situation for both.

- Regulatory reporting tracker

No updates noted.

Present: Deborah Wakely

## Discussion

Chair, Deborah Wakely

## 4. Future Meetings and Items

- ULT agenda - 20 October 2021
- ULT agenda - 10 November 2021

Both agendas noted. JFo noted that UET would review the ULT Terms of Reference in their next informal catch up.

 EULT meeting - 20 October 2021.pdf

 EULT meeting - 10 November 2021.pdf

## Note

Chair

## 5. AOB

- No further updates on the current SITs situation. JA noted that there was a call with Tribal at 11am today and JA would update UET further to the call
- The following HR papers were circulated by Karen Parker to UET for note prior to submission for the FRC meeting on the 22 October:
  - Workforce Plan
  - Organisational Change
  - Academic Pay Progression and Promotion 2020 & 2021 (including gender pay)
  - Leadership & Talent Development Update

