

UET meeting

Tue 18 January 2022, 10:00 - 12:00

Committee Room/MS Teams

Attendees

UET members

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

In attendance

Jane Forster, Sarah Hutchings (Present at: 2), Deborah Wakely (Present at: 4), Christina Pizot (Minute taking)

Meeting minutes

1. Minutes and Matters arising from the previous meeting held on 11 January 2022

Approval
Chair

Minutes

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

Matters arising

None noted.

 Minutes_UET meeting_110122.pdf

2. Finance discussion

David Reeve

Present: Sarah Hutchings

2.1. Cash flow update

Discussion
Sarah Hutchings

SH joined the meeting to review our latest cashflow position. There wasn't much movement to be noted this week:

- payments out of the Euros account for Research projects expenses had come through
- SLC receipts and instalments amounts waiting to be confirmed

2.2. Management Accounts - December 2021 update

Note
David Reeve


UET reviewed the latest Management Accounts as of end of December 2021.

Key highlights noted were:

- the forecast has been put through and as discussed previously the surplus has been held
- in terms of income, we were expecting our January PGT intake together with the additional grants to offset any shortfall in the Research income
- on the cost side, we had staff forecast increases which was the vacancy factor in the pay round, this had been discussed previously. Some savings were coming through on the non-pay.

A discussion took place on the assumptions around the longer term strategy, including the vacancy factor and the transformation programme.

SH would make the necessary changes as discussed in the meeting, and these updated figures would be submitted for consideration at the next ULT meeting on the 26 January 2022.

 FRC Management Accounts December 2021 draft 2.pdf

2.3. Bid approvals

Approval
David Reeve

- RED ID: 12842 – "ILpN Hydrophobic Waterborne Epoxy based TCR Coatings for Carbon Steel", EPSRC – Zulfiqar Khan
- RED ID: 12888 – "The role of para-athlete activism in disability inclusion and social change", Leverhulme Trust – Dan Jackson
- RED ID: 12192 – "MagMap: Does open-source Mass Grave Mapping and Documenting protect or expose?", Leverhulme Trust – Melanie Klinkner

DR noted that the first bid was suitable from a financial point of view and had good FEC recovery rate.

With regards to the 'Leverhulme Trust' bids, both had small loss and some negative cashflows in some months but DR would still be supportive of these.

On that basis, UET approved all three bids going forward.

2.4. Budget process

DR outlined some of the options:

- transformation savings to be embedded into the numbers itself
 - vacancy factor to be maintained at a lower level than before, and again to be embedded into the different areas
 - ZBB to be offered especially for the areas who participated in it and to give people the option to stay in
- UET noted that it was important to encourage ownership and transparency in the key areas, especially around the Transformation programme.

Discussion

David Reeve

3. Standing item: OfS and Government Reporting

Discussion

Chair

- Reportable events update

Nothing new to report.

- JF advised UET of the following consultations:

- The Quality Consultation Paper Part II and the TEF consultation which were coming out this week
- The Data Futures which was ongoing, Jon Mildenhall was leading on this, and a REF consultation draft received this morning from Julie Northam

4. Standing item: Board and sub-committee preparation

Discussion

Deborah Wakely

DW joined the meeting to review the following agendas:

- **FRC agenda - 28 January 2022**

-*Nursing Associate End Point Assessment Business Case*- This was agreed that this was not ready and would be reviewed at the next FRC meeting


-*Business case for NHS use of MRI scanner*. JA advised that the finance was still being worked through and would have an update for DW by end of today.


- **Board agenda - 11 February 2022**

-*CECAP Annual Report* - JA noted that this should be moved under Strategic & Financial Matters on the agenda. It was also agreed that the *NHS MRI scanner business case* should be moved to another heading on the agenda

-As agreed, *The Nursing Associate EPAO item* would be removed from this agenda to come to a later Board meeting

DW would make the necessary changes and submit to the Chair for approval before the paper deadline.

 Draft Agenda FRC 28 Jan 2022 UET approved circulated 4 Jan UPDATED.pdf

 UB Agenda 11 February 2022 v1.pdf

Present: Deborah Wakely

5. Papers for FRC submission

Approval

Jim Andrews


UET considered and approved the following papers for FRC submission at the next meeting on the 28 January 2022:

- Gender Pay Report Update
- Talent and Succession Update
- Annual Equality & Diversity Annual Report
- Disposal of land at Chapel Gate to BCP Council


UET also discussed the following FRC papers:


- Income Planning model
- Pension Report


 v2 FRCTalent12Jan.pdf


 EDAnnual report 202021 v8.pdf


 E&D annual report appendix 1 student and staff data.pdf


 Consolidated Board Papers Gender Pay Jan 2022 (002) ja comments.pdf

 5.2_Football Pitched Revised Location Plan.pdf

 Chapel Gate - Land Disposal - Business Case_07.01.22.pdf

 5.1_Land Purchase Plan .pdf


 5.3_Valuation Report.pdf


 5.4_Current Site Plan.pdf

6. Future Meetings and Items

- ULT agenda - 26 January 2022
- ULT agenda - 9 Feb 2022

Both agendas were noted.

 EULT agenda 9th Feb 2022.pdf

 EULT 26th January 2021.pdf

7. AOB

Chair

-JA updated UET on the latest Covid numbers for BU students and staff. JA also circulated for information the OfS survey on vaccination statistics for students

-JFo advised UET on the recent tweet from Michelle Donelan regarding face to face teaching and contacting Vice-Chancellors

-JA updated UET on the recent Erasmus audit (part 1) - there were no major issues and we had received some positive feedback in terms of areas of good practice. The second part on Quality Assurance would be conducted over the next few weeks

-DR noted that there was a meeting with Lloyds scheduled in the diaries for tomorrow to discuss the covenant situation

-the following papers were reviewed and approved electronically prior to FRC submission for the meeting on 28 January 2022:

- Lease of the shop forming part of Poole House to The Students' Union at BU Ltd (20 January 2022)
- NHS and commercial use of the MRI Scanner (21 January 2022)