

UET meeting

Tue 19 July 2022, 10:00 - 11:00

Teams/Committee room

Attendees

UET members

John Vinney, Jim Andrews, Susie Reynell (Finance Director)

Apologies

Tim McIntyre-Bhatty

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 12 July 2022


Approval
Chair

Minutes

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

Matters arising

None noted

 Minutes_UET meeting_120722.pdf

2. Finance discussion

Susie Reynell

SR would chase on the latest update for the RCF approval and would update UET accordingly.

2.1. Cash flow update

Information
Sarah Hutchings

SH joined the meeting to review our the latest cashflow position:

- we were continuing to see higher deposits being received. SH had been doing some trend analysis to look into this but would need to do a bit more work in terms of comparison with student numbers
- insurance claim from the recent flooding had been paid
- Capital spend and revenue spend for IT - some of it would be carried over to next year which would be reflected in the cashflow

Present: Sarah Hutchings

2.1.1. Management Accounts - end of June 2022 update

Note
Sarah Hutchings

Key highlights noted were:

- from the cashflow and forecast point of view, we were considerably above budget
- QR fund had not been spent as forecasted
- IT and IP spend delayed

These figures would be circulated to ULT for information.

2.2. Bids for approval

-RED ID: 13092 – “Learning from the lived experience of mental capacity assessments: co-producing communication tools to improve practice.”, NIHR – Michael Lyne.

SR noted that the above bid was reasonable and from a finance point was content to support it going forward.

-RED ID: 12954 – “Co-created simulations: an innovative approach to build capacity and strengthen maternal

-RED ID: 13136 – “Understanding changes in quality of UK freshwaters”, NERC – Tilak Ginige

SR was content to support both bids from a financial point of view

-RED ID: 12957 – “Driving Sierra Leone Capacity Building in Disaster Management Phase 1”, World Bank – Lee Miles


SR was content with this bid but would check that all the due diligence had been done in terms of the consultancy work

-RED ID: 13184 – “Enhancing the Student Engineering Employability of the Minority (ESTEEM) – transforming engineering student outcomes through removing the barriers to employment”, Royal Academy of Engineering – Roya Haratian

SR would check on the 50% recovery rate.

On that basis, UET were content to approve these bids pending the couple of queries on the last two bids.

 Narrative for UET meeting 19.07.22.docx

 Aggregated pre-pending cash-flow 15.07.2022.xlsx

2.3. Finance Regulations and Treasury Policy

UET reviewed and approved the proposals for review on the outstanding wording changes requested by the Board on 8 July.

Further to the discussion and the agreed changes which SR would make, UET were content to approve both papers.

 Proposed changes to Policy Wording - UET.pdf

2.4. National Pay Negotiations - FRC paper

JA noted that UCEA had advised that the 22/23 pay round was complete. Having not reached a resolution, they have advised participating HEIs to proceed to implement the 22/23 pay award. In accordance with FRC terms, the attached was a paper seeking approval prior to FRC submission and approval via written resolution.

UET endorsed the paper.

 FRCwrittenresolutionpayawardjuly22.pdf

3. Standing item: OfS and Government Reporting

- Reportable events update

-JA advised UET of the notification to the Health & Safety Executive of the asbestos which was found on the roof of PH and was being removed safely and in accordance with our policy. This was a non-reportable event for note only - JFo would update DW accordingly for their records.

-Barclays Waiver Letter

UET approved the letter. This would now go to the Clerk to the Board for Board approval. SR noted that this would close off the OfS report.

 Cover Paper - Barclays Waiver Letter.pdf

 Appendix 3 Board resolutions (Barclays waiver letter) v2(841327.1).pdf

 Appendix 1 Barclays Waiver Letter.pdf


 Appendix 2 Report on Barclays Waiver Letter (Cross Default).pdf

4. Future Meetings and Items

- ULT agenda - 20 July
- ULT agenda - 31 August

JFo noted that the 20 July meeting would be an e-meeting.

 EULT meeting - 20 July.pdf

 EULT meeting - 31 August.pdf

5. AOB

- JA updated UET on the ongoing UCU dispute
- ASOS - JA advised UET that there would be no impact on student experience
- JA updated on the current accommodation challenge in terms of numbers
- With regards to Clearing week, JA advised UET that all operational steps had been completed
- Cyber renewal insurance 22/23- JA noted that this was being processed and we were waiting for cover and costs details. The policy would need to be approved by UET and the Chair of FRC by end of this month.

[This was approved on 21 July 2022 and would be noted under matters arising at the next FRC on 21 October]

- SR advised UET that she was making the necessary check in terms of the BUI instalment disposal, and would follow up with Rosemary Collins in Legal.
- VfM meetings - as previously discussed, SR had reached out to Jean Lang and would follow up accordingly

Out of meeting approvals:

- The UNIBUS Annual Service Review contract 2022/23 was approved electronically on 3 August 2022. The contract and associated papers would now be submitted to the Chair of the Board for review and approval.

- The following bids and associated cashflows were approved electronically:

-RED ID: 13172- *"Bringing Britain's maritime heritage back to life via an interactive virtual archive of human skeletons from Nelson's Navy", Heritage Lottery Fund – Adam Redford*

(26 July 2022)

-RED ID: 13186 – "Digital Health Hub: Participate in Health & Digital Health for All", EPSRC – Huseyin Dogan

-RED ID: 13193 – "Integrative Clinical Support and Managing Trauma (ICSaMT): a consortium building clinical and empirical and community network to support trauma pathways.", MRC – Shanti Shanker

(4 August 2022)

RED ID: 13243 – "Poole Museum Interactives", BCP Council – Stephanie Farmer

(17 August 2022)