

UET meeting

Tue 04 October 2022, 10:00 - 12:00

Teams/Committee room

Attendees

UET members

John Vinney (Chair), Tim McIntyre-Bhatty, Jim Andrews, Susie Reynell

In attendance

Jane Forster, Sarah Hutchings (Present at: 2.1), Deborah Wakely (Present at: 3), Christina Pizot (Minute taking)

Meeting minutes

1. Minutes and Matters arising from the previous meeting held on 27 September 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_270922 (1).pdf

2. Finance discussion

Susie Reynell

2.1. Cash flow update

Information
Sarah Hutchings

SH joined the meeting to review our latest cashflow position.

Main movement noted from last week was mainly around some small timing differences:

-Research Income was difficult to phase the timing precisely. A monthly forecast was compiled from RDS, and the updated one would be received next week when SH would be in the position to update UET with the new forecast.

Present: Sarah Hutchings

2.2. Bids for approval

Approval
Susie Reynell

-RED ID: 12865 – “Film Festivals in the Wake of COVID-19”, AHRC – PI Austin Fisher

-RED ID: 13153 – “Everyday vernaculars of home: Leisure, place-making and belonging among people seeking asylum in Britain”, AHRC – PI Nicola De Ugolotti

-RED ID: 13266 – “Digital Health Application: development and validation of an auditory headset for autistic people with hyperacusis”, Bongiovi Medical & Health Technologies – Ellen Seiss

-RED ID: 13272 – “Eye tracking and Cybersecurity”, EPSRC – John McAlaney

SR was content with all the above bids from a costings point of view. SR only had one small query with regards to the first bid -RED ID: 12865- in terms of some of the costs and would investigate further internally.

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

 Narrative for UET meeting 4.10.22.pdf

3. Board and sub-committee preparation

Discussion
Deborah Wakely

- SQS agenda - 3 November 2022
- FRC/ARG joint meeting agenda - 4 November 2022

DW joined the meeting to review the following agendas:

- **SQS agenda - 3 November 2022**

DW noted that this agenda was drawn from the indicative workplan for the year:

-item 3, DW noted that Mandi Barron was working on the report, this would also be reviewed at the EULT meeting on the 12 October

-item 11, there was some discussion around the timing & relevance of this external audit. DW, JV and DF agreed to discuss this out of the meeting before coming back to UET and the Committee

- **FRC joint meeting agenda - 4 November 2022**

-item 4.1, SR queried what this would entail. DW suggested this was a compliance assurance exercise but would discuss this out of meeting with SR

- **ARG joint meeting agenda - 4 November 2022**

-item 5, DW reviewed the outstanding reports with UET

DW would make the necessary amendments before commissioning the papers.

 SQS 3 November 2022 Agenda.pdf

 Agenda FRC 4 November 2022 with ARG.pdf

 ARG Agenda 4 November 22.pdf

Present: Deborah Wakely

4. UET and ULT Terms of Reference

Review

Chair

UET reviewed the UET and ULT terms of reference:


- **ULT**


JFo noted these had been reviewed recently. There was one minor change.

- **UET**

-JA noted that it would be relevant to add BU2025 and Value for Money references as per the other TORs

The required amendments would be made and these would be reviewed at the EULT meeting on the 12 October.

 UET - Terms of Ref - 2021-22 reviewed Sept 2021.pdf

 ULT - Terms of Ref - as updated April 2022.pdf

5. Standing item: OfS and Government Reporting

Discussion

Chair

- Reportable events update

-JA advised UET of an event with regards to a BU student. This was not a reportable incident, and had been communicated accordingly through the Prevent channels.


6. Student experience

Jane Forster

JFo had compiled a proposal of programmes for review and scrutiny at UET and ULT. JV noted this was an impressive and very clear report.

The suggestion was that from November, when the AMERs had been done, we should start to review with the Executive Deans the plans and progress for the identified programmes/groups of programmes.

We would invite the Deans to have that discussion at UET first before having the broader review at ULT.

 UET programme level summary for focussed review priority one.pdf

7. Future Meetings and Items

Note

Chair


- ULT away-day afternoon - 5 October

UET discussed the outline for tomorrow and would review & finalise the slides after the meeting

- ULT agenda - 12 October

-SR noted that 5.2 would not be ready for this meeting

 EULT awayafternoon - 5 October 2022.pdf

 EULT meeting - 12 October 2022.pdf

8. AOB

- The following items were reviewed at the UET half-day meeting on the 11 October:

-The following two bids were approved:

RED ID: 13216– “3D digital modelling and quantification of changes in the human pelvis in order to improve skeletal age-at death determinations”, Wellcome Trust – Heather Tamminen

RED ID: 13303 – “Developing an AI tool to identify those patients with abnormal bile ducts at higher risk of injury during gall bladder surgery”, Innovate UK – PI: James Franklin

-The following papers were reviewed and approved by UET prior to FRC scrutiny on 21 October:

*Overview of Significant Organisational Change

*Waste Management business case contract (2023-2029)

*Strategic Web Delivery project

*Actuarial Assumptions paper

-The following was reviewed and discussed by UET:

*OfS *Annual Report and Forecast to 2026/27*