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28 January 2020, 10:00 to 12:00

VC's office

Agenda

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| 1. | Minutes and Matters Arising from the Previous Meetings held 21 January 2020 | 5 minutes
Approval
Chair |
| |  Minutes_UET Meeting_210120-1.pdf (3 pages) | |
| 2. | Education & Skills Funding Agency (ESFA) Variation Agreement | 10 minutes
Decision
Rosemary Collins |
| |  UET Paper - ESFA Variation Agreement.pdf (2 pages)
 CAF - ESFA Apprenticeship Agreement - Updated January 2020 by LS and Finance.pdf (8 pages)
 ESFA January 2020 Variation.pdf (55 pages) | |
| 3. | Standing item: Financial Update | 15 minutes
Information
David Reeve/Sarah Hutchings |
| 3.1. | Proposed Reserves Policy | Discussion
David Reeve |
| |  Reserves policy - UET covering paper.pdf (2 pages)
 Proposed reserves policy.pdf (3 pages) | |
| 3.2. | External Auditors review
[verbal update] | Discussion
David Reeve |
| 3.3. | Draft Audit Action Plan | Discussion
David Reeve |
| 4. | Honorary Award nominations 2020 | 5 minutes
Discussion
Chair |
| |  UET Cover sheet.pdf (2 pages)
 UET Summary Spreadsheet 28 January 2020.pdf (2 pages) | |

5.	International Centre for Tourism and Hospitality Research (ICTHR)	10 minutes Decision Y T McIntyre-Bhatty
	 ICTHR to UET for approval as international centre.pdf (3 pages)	
	 research centre application form ICTHR.pdf (8 pages)	
	 Appendix 2 Research Centres policy and procedures V3.pdf (11 pages)	
6.	Standing item: OfS and Government Reporting	10 minutes Discussion Jane Forster
	<ul style="list-style-type: none"> • BU Reportable Events Decision Log • Regulatory Reporting Tracker • Horizon Scan 	
	 BU Reportable Events Decision Log updated.pdf (4 pages)	
	 OfS and returns tracker.pdf (8 pages)	
	 Horizon scan 24 Jan 2020.pdf (3 pages)	
7.	Future Meetings and Items:	10 minutes Review Chair
	<ul style="list-style-type: none"> • UET awayday agenda - 5 February 2020 • ULT Forward agendas • ULT agenda - 12 February 2020 • ULT forward agendas • EULT awayday 7th Feb 2020 agenda 	
	 ULT agenda for Feb meeting.pdf (4 pages)	
	 Forward agendas running updates.pdf (4 pages)	
	 EULT awayday 7th Feb.pdf (1 pages)	
8.	Standing item: Update on External meetings and events	5 minutes Discussion Chair
9.	AOB	5 minutes