

# UET Meeting

11 February 2020, 10:00 to 12:00

VC's office [Apologies: DR]

## Attendees

### UET members

John Vinney, T McIntyre-Bhatty, Jim Andrews

### In attendance

Jane Forster, Colleen Harding, Sarah Hutchings

## Meeting minutes

### 1. Minutes and Matters Arising from the Previous Meetings held 28 January 2020

Approval

The minutes of the previous meeting were approved without redactions

 UET Minutes 28 Jan 2020 - draft.pdf

### 2. Standing item: Financial Update

Information


Sarah Hutchings led a discussion about the papers. It was agreed that Sarah Hutchings would prepare a range of cash flow scenarios to be discussed at UET on 25th February. The updated timeline for the budget process was also discussed and would be shared with ULT.

It was noted that it was important that the preparatory work set out on the timeline was concluded to enable productive discussions at the awayday on 5th March.

#### 2.1. Management Accounts - January Update

Discussion

There was a discussion of the management accounts which would be shared with ULT.

 ULT Management Accounts Jan 2020.pdf

### 3. EULT awayday and planning for future meetings

Colleen Harding attended and there was a discussion about the plan for 5th March 2020. It was agreed that Colleen Harding would attend on 25th February to discuss her plans for the morning, which would be focussed on collaboration and solutions.

### 4. Standing item: OfS and Government Reporting


Discussion

- BU Reportable Events Decision Log
- Regulatory Reporting Tracker

The papers were discussed.

[item redacted]

 OfS and returns tracker.pdf

 BU Reportable Events Decision Log updated.pdf

### 5. Matters for approval


Internal approval processes for BioMaTER! - proposed for ULT out of cycle circulation because of internal resource allocation consequences.

It was agreed that Jane Forster would prepare an outline of the required approvals process for bids to be agreed with the Board Clerk and shared with UET and subsequently with ULT, to ensure that everyone was clear about the requirements.


 Bid approvals.pdf

## 6. Future Meetings and Items:

- UET agenda - 25 February 2020
  - ULT Forward agendas
  - ULT agenda - Feb and March 2020

 March ULT agenda draft.pdf

 April ULT agenda.pdf

 ULT Forward agendas.pdf

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## 7. AOB

Jim Andrews noted the ongoing MIG relating to the Corona Virus and that another would be arranged in relation to the planned Industrial Action.

The Transparent Approach to Costing TRAC (T) return was emailed to UET on 14 February for approval prior to ARG committee approval.