

UET meeting

22 September 2020, 10:00 to 12:00

MS Teams

Attendees

UET members

John Vinney, Tim McIntyre-Bhatty, Jim Andrews, David Reeve

In attendance

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

Meeting minutes

1. Minutes and Matters Arising from the Previous Meetings held 15 September 2020

Approval
Chair

Minutes

The minutes from the previous meeting were approved with redactions to item 3 and item 6.

Matters arising

None noted.

 Minutes_UET Meeting_150920.pdf

2. Standing item: Financial Update

Discussion
David Reeve

DR noted he had recently been in discussion with the bank with regards to adding some sustainability targets in the current plan which the bank had agreed to.

JA highlighted to UET that we needed to look at allocating additional funds for staff IT equipment, specifically laptops.

2.1. Cash flow update

Information
Sarah Hutchings

SH joined the meeting to review the latest cash flow figures. SH noted that there wasn't a huge change from last week.

Main movements discussed were:

- timings of the bursary card payments
- the upfront fee income lower than expected

UET reviewed the latest position on future severance spend and the Bournemouth House/Royal London House (BH/RLH) building sales in terms of impact on the cashflow.

JA noted that he would circulate to UET the latest BH draft paper for their review.

Present: Sarah Hutchings

3. BU2025 updated implementation plan

Discussion
Jane Forster

UET agreed that this streamlined plan was more beneficial in terms of facilitating a more strategic and focussed discussion.

It was agreed to keep the plan as simple as possible and be led by what people thought were current priorities rather than putting too many structures in place.

This plan would be coming to next week's ULT meeting for discussion.

 BU2025 paper for UET.pdf


 Updated implementation plan for dscussion CLEAN 16th September 2020.pdf

4. Proposal for smoke free campus

JA noted that this proposal had resulted from Public Health reinforcing key health messages in relation to smoking and the COVID-19 symptoms which may be more severe for smokers.

In light of this and similar action at other Higher Education providers, the attached proposal, supported by the University's Health & Safety Committee, was to move to a smoke free campus.

UET reviewed and considered the implications of moving to a smoke free campus, and agreed to endorse the proposal. BU would now formally consult with the Student Union to establish an agreed way forward as highlighted in the proposal.

 proposal for smoke free campus September 2020.pdf

5. Standing item: OfS and Government Reporting

Information
Chair

- Reportable events update
- Regulatory Reporting Tracker

[Item redacted]

[Item redacted]

-JFo noted that she was in discussion with Ms Jacky Mack regarding a response to the degree outcomes survey. Submission was not due until 9 October.


 OfS and returns tracker for UET 22nd September 20 .pdf


6. Future Meetings and Items:

Review
Chair

- 30 September ULT agenda
- 21 October ULT agenda

UET reviewed the forthcoming ULT agendas. JFo noted that the Athena Swan item would be moved to the 21 October meeting.

 2020-09-14_11-48-30_FINAL-Boardbook.pdf

 2020-09-15_17-05-56_FINAL-Boardbook.pdf

7. AOB

-DR highlighted to UET an action which came out of the latest Health & Safety meeting. This was around staff work pressure and increased workload, especially in terms of time constraints and tight deadlines.

UET reviewed and discussed the list provided by DR and agreed they needed more specifics and detailed examples in order to understand how this could be managed to ease the pressure and workload for staff.

This would in turn enable them to have a discussion in a focussed JCNC meeting.

-UET reviewed and discussed the Board papers and slides for the 2nd October meeting before finalising for submission.

-The following papers were circulated electronically to UET on 24 September and 25 September for approval prior to Board submission:

- Elliott Road early lease surrender
- Royal London House Update

