

# UET meeting

Tue 26 January 2021, 10:00 - Tue 26 January 2021, 12:00

MS Teams

## Attendees

### UET members

John Vinney (Chair), Tim McIntyre-Bhatty, Jim Andrews, David Reeve

### In attendance

Jane Forster, Sarah Hutchings (Present at: 2), Christina Pizot (Minute taking)

## Meeting minutes

### 1. Minutes and Matters Arising from the Previous Meetings held on 12 and 19 January 2021


Approval  
Chair

#### Minutes

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

#### Matters arising

None noted

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### 2. Standing item: Financial Update

Discussion  
David Reeve

Present: Sarah Hutchings

#### 2.1. Cash Flow update

Review  
Sarah Hutchings

SH joined the meeting to review this week's cash flow forecast. This now reflected the latest revised Management Accounts forecast. Key points highlighted were:

- In terms of Estates movement, JA noted that most of it was due to timing, mainly around BGB (Bournemouth Gateway Building). There was some underspend around the Christchurch house labs project. This would help with the dilapidation costs for Melbury House.
- We were running ahead, possibly due to deposits and the January intake coming in higher.
- Pay and non pay variance was present which was due to the revised forecast and the timing difference against it.
- Non-IT capital underspend - some of it was associated to the MRI scanner implementation which had already happened but had gone through on the non-pay rather than capital, this has now been rectified and adjusted.

As agreed, SH would include the April 2021 reconciliation to this week's forecast and re-circulate to UET for review and consideration.

#### 2.2. Bid Approvals

Approval  
David Reeve

**-RED ID: 12493 – “Abolition of golf-related Low Back Pain through motion sensor aided coaching to optimise participation and performance”, Leaders Development Institute – Jonathan Williams**

**-RED ID: 12498 – “Risk Reduction & Waste Management Investigation in Freetown, Sierra Leone”, AHRC – Lee Miles**

**-RED ID: 12371 – “Speed You Up”, EU Interreg 2 Seas – Carly Stewart**

DR noted that the first two bids were strong with positive cashflows. In terms of the third one, DR advised UET that there was a small risk but no huge exposure. The bid still had benefits and DR would recommend approval.

On that basis, UET approved all three bids.

 Narrative for UET meeting 26.1.21.pdf

### 3. TO BE RESCHEDULED - Transformation Team update

Review  
Brian Kaliczynskij

Due to unforeseen circumstances, this item would be postponed to a later meeting.

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## 4. Standing item: OfS and Government Reporting

Information  
Chair

- Reportable events update
- Regulatory Reporting Tracker

JFo noted that we had filed last week our consultation paper on 'Quality'. JFo was now looking at the 'Reportable Events' consultation which was due in a couple of weeks' time. On the 'Post-Qualification Admissions Reform' Consultation (PQA), JFo had suggested a meeting after Easter as this was not due until May.

JA noted that he attended yesterday a 'Home Licencing Review' meeting and there was currently no activity taking place to be reported. The next meeting was due in March this year.

DR advised UET that we should be carefully considering the timings of 'the accommodation refund' as a reportable event.

UET would also review the possible impact and how we would manage the situation. This would be flagged up at the next Board meeting on the 12 February 2021.

JFo would contact Ms Deborah Wakely in order to set up a call with the OfS regulation team, following our last update in August 2020.

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## 5. Future Meetings and Items:

Review  
Chair

- ULT agenda - 3 February 2021

-Justin Cole would do an update on Compliance

-Colleen Harding and Ian Jones had a slot on External Engagement

-The Transformation Team update may have to be moved to the 24 February meeting.

-JA also noted that there would be an update on NSS results from Justin Cole

-JV enquired regarding the 'Student number planning' conversation. JA and TMB noted that an update from M&C and Prime would be reviewed at this meeting.

- ULT agenda - 24 February 2021

 EULT agenda 3rd Feb 2021.pdf

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## 6. AOB

- JFo shared the 'staff requests' document with UET. This was a currently a 'work in progress' and an update would follow in the next meeting.

