

UET meeting

Tue 10 May 2022, 10:00 - 12:00

Committee room/MS Teams

Attendees

UET members

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

In attendance

Jane Forster, Sarah Hutchings (Present at: 2), Karen Parker (Present at: 3), Deborah Wakely (Present at: 3, 4), Christina Pizot (Minute taking)

Apologies

Jim Andrews

Meeting minutes

1. Minutes and Matters arising from the previous meeting held on 3 May 2022


Approval
Chair

Minutes

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

Actions

None noted.

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2. Finance discussion

Susie Reynell

Present: Sarah Hutchings

2.1. Cash flow update

Information
Sarah Hutchings

SH joined the meeting to review with UET our latest cashflow position:


- SLC receipt received last week was not as high as we had expected. The team have submitted a request for the additional students and were looking into this matter both internally with Academic Services and externally with the company. SH would be able to give more details on a resolution by the end of the week
- we had received [figure redacted] from the NHS for the Mental Health funding which Mandi Barron has been working on. UET agreed that this grant funding should be kept as a commitment to spend for next year
- the latest EDC forecast had deferred capital spend from 21/22 into 22/23. This had been approved by EDC and UET were content to approve
- FST had requested a deferral of agreed non-IT capital spend from 21/22 into 22/23 due to global procurement delays. UET agreed to revisit the priorities as part of the budget planning process before making a decision

2.2. Bids for approval

Approval
Susie Reynell

-RED ID: 13087 – “Research Fellowship: Stonehenge for the living”, Leverhulme Trust – Timothy Darvill

SR commented that the success rate was low but on target, and this was a local project with a reputable Trust. Therefore, SR was content to endorse this bid from a financial point view. On that basis, UET approved accordingly.

 Narrative for UET meeting 10.5.22.docx

2.3. Budget planning update

Discussion
Susie Reynell

UET discussed the latest Business Plan meetings which had taken place over the last few days. SH noted that conversations were joining up but there was still a sense that people were not taking full ownership of their budget. SR added that we needed to ensure that once the budgets were set, people needed to commit to that budget.

3. Standing item: OfS and Government Reporting

Discussion
Karen Parker & Deborah
Wakely

- Reportable events update

-KP and DW joined the meeting to review a potential UKVI reportable issue. KP gave UET an update following the audit which took place across the Faculty. KP confirmed that we had a breach in that Faculty which would need to be reported.

In terms of next steps, KP would speak to the Executive Dean today to inform them of the investigation and an HR representative would meet with the student and the PhD supervisor this afternoon.

KP would draft a response to the Home Office for UET and DW's review before submitting the final notification to the Home Office by end of today. DW would circulate the OfS draft response to UET and the Chair of the Board before final submission to the OfS by end of tomorrow.

HR added that a further investigation would need to take place internally to look into the actions which led to the breach and how we can enhance the robustness of our process and procedures.

-UET discussed the recent EOI due by this Friday which needed to be signed off by the Chair of the Board. This needed further discussion before UET could make a decision and would update DW as we moved forward with the process.

Present: Karen Parker, Deborah Wakely

4. Further Variation to ESFA Training Provider Agreement

Approval
Deborah Wakely


A further variation agreement had been issued in relation to the Apprenticeship Agreement for Training Providers. Entry into the original Agreement was approved by the Board in May 2018.

UET were asked to review the terms of the variation and, if appropriate, would recommend to the authorised Board signatory that BU signed the Variation Agreement.

UET were content to approve this variation.

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 UET Paper - Variation to ESFA Training Provider Agreement (May 2022).pdf

 Updated CAF 20224_20393 ESFA Agreement Variation Winter 2022 v.4.1 (May 2022).pdf

Present: Deborah Wakely

5. EULT ways of working

Discussion
Chair

JFo noted that this would need further discussion but planning for next year was underway in terms of booking dates in the diaries.

JFo would share the ULT plan for next year once finalised but this would include recent reflection and communication with ULT members.


6. Future Meetings and Items


Note
Chair

- SVEC meeting - 11 May 2022
- ULT agenda - 18 May 2022
- EULT half day meeting - 8 June 2022

UET noted the above agendas.

 SVEC meeting agenda 11th May 2022.pdf

 EULT agenda 18th May 2022.pdf

 EULt agenda 8th June 2022.pdf

7. AOB

Chair

- Looking at the sector data for REF, TMB noted that BU were in the top third of institutions for Research power
- SR mentioned to UET that the internal audit plan for 2022/23 was being prepared. This would need to come to UET first before being submitted to the Board and ARG.
- SR circulated the Management Accounts as of end of April 2022 on 13 May 2022 for review and approval by UET.