

UET meeting

Tue 17 May 2022, 10:00 - 12:00

Committee room/MS Teams

Attendees

UET members

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

In attendance

Jane Forster, Sarah Hutchings (Present at: 2), Colleen Harding (Present at: 2.3), Julie Northam, Shelly Ann-Stringer (Present at: 3), Deborah Wakely (Present at: 4), Christina Pizot (Minute taking)

Meeting minutes

1. Minutes and Matters arising from the previous meeting held on 10 May 2022

Approval
Chair

Minutes

The minutes from the previous meeting were approved with one redaction to item 2.1.

Matter arising

In respect of the offer of a potential Partnership, JV noted that following consideration of the documentation received, BU had decided not to submit an expression of interest at this stage but would be open to further discussion.

2. Finance discussion

Susie Reynell

Present: Sarah Hutchings

2.1. Cash flow update

Information
Sarah Hutchings

SH joined the meeting to review our latest cashflow position:

-the shortfall of students from last week's numbers was due to the wrong liability date having been applied to a large number of students, which meant they didn't appear on the SLC side of the record. SH noted that they had issued a further SLC return last night to cover those students.

SH was working with Academic Services and the Faculty to find out how this issue occurred and would feedback to UET.

-a new revised forecast had been received from RDS and this had reduced the cash inflow for this year. SR was waiting for the exact details from RDS.

-we were currently holding off on making any decisions around Capital

-SH had received communication from the OfS on the application timings for the 3 year grant bid and this was June this year.

2.2. Bids for approval

Approval
Susie Reynell

RED ID:13106 – “Supporting Delivery of Net Zero Health and Social Care System”, NIHR – Jamie Franklin

SR was content with the above bid from a financial point of view. On that basis, UET approved the bid going forward.

2.3. Business Planning reflection

Discussion
Colleen Harding

SR commented that SH and the team, and other budget holders had worked hard to close down the gap. In doing so, SR noted that we had utilised all of our QR that had been offered up.

SR offered a couple of options, in terms of accommodating this, for UET to review. SH would also circulate to UET the revised Establishment list for further review before making a final decision.

CH joined the meeting to reflect on the discussions which happened last week and review the format and discussion which would take place at the ULT meeting tomorrow and the ULT half day on the 8 June.

CH noted that the systemic implications of the decisions which were made at the budget planning meetings were interesting and it would be useful to build on those. JV commented that it was important for the group to own the outcomes and actions, and make decisions on how we move forward for next year.

The key themes which came out of the discussion were - RKE/Apprenticeships, Student Experience, Performance Management and Transformation. It was suggested that these should form part of focus discussions at UET which could then be taken to the wider group at ULT meetings.

UET agreed that the 8 June meeting should be about reflecting and moving forward and also reviewing the process for next year. SR added that this should be a flowing process and we should keep the same format going forward in order to maintain that continuity. We should also get feedback from the teams in order to tailor it for next year.

As there was limited time at the ULT meeting tomorrow, the focus should be on numbers and putting questions to the group in order to get their immediate thoughts and perspectives. TMB added that it was important to close off the round as we would not see the group again before the next FRC meeting. The other piece of work was around Prioritisation and our three year trajectory.

Present: Colleen Harding

3. REF 2021 results

Discussion
Julie Northam, Shelly Anne Stringer

JN and SAS joined the meeting to review the Research Excellence Framework (REF) 2021 results paper.

The paper summarised the purpose of the REF and provided an overview of the results of BU's submission to REF2021, including a comparison of the University's performance compared to the sector. Key headlines and successes were provided, as well as a summary of the next steps.

JN commented that we had set out what we aimed to achieve. We had held, and in some instances increased the quality of the submission compared to REF2014. JN added that this gave us a really good platform to move forward with the business planning objectives around RKE, and to celebrate research.

In terms of our competitors, JN added that the strategy of trying to submit as much staff and be as inclusive as possible was quite unusual across the sector.

SAS added that we had done an analysis of our rankings against our current key competitor groups and for the UK we were 4th or 5th. SAS would email UET the exact findings of those rankings.

JN added that the focus of BU's research strategy needed to be on consistent messaging across the University as to the importance of research to BU2025 and Fusion, increasing active engagement in research, and, most importantly, increasing the quality of research.

UET agreed that these results were very positive but we needed to be prepared to have conversations around comparison to our NSS results.

Present: Julie Northam, Shelly Ann-Stringer

4. Standing item: Board and sub-committee preparation

Discussion
Deborah Wakely

- FRC meeting - 10 June 2022 meeting

DW joined the meeting to review the latest draft of the FRC June meeting. DW noted that the paper deadline fell during the week of the June Bank holiday and may need to be amended slightly to accommodate this. UET were content to pull forward the deadline by one day to the Tuesday rather than the Wednesday.

DW needed clarification on the following items:

-item 4 - SR commented that this would be a paper incorporating both hedging and inflation

-item 12 - JA would check and come back to DW

-item 14 - JA commented that this would not be an F&R approval but a separate project. JA would check with SR and confirm back to DW

DW would make the necessary amendments before Chair approval and commissioning of papers.

Present: Deborah Wakely

5. Poole House roof replacement

Discussion
Jane Forster

UET reviewed the impact and options of the forthcoming work to PH roof replacement. UET would review the situation as we go forward and meeting/office space would be accommodated for.

6. Standing item: OfS and Government Reporting

Discussion

Chair

- Reportable events update

-JV noted that we had not yet received a response on the UKVI or Lloyds reporting
-SR would check on the Fees policy and come back to UET
-JA updated UET on the UCU - Action Short of Strike (ASOS) which would start on the 23 May
-[Item redacted]

7. Future Meetings and Items

Note

Chair

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

Both agendas noted.

8. AOB

Chair

-SR circulated on the 19 May a request for CPD income approval for University Hospital Southampton NSH Foundation Trust

-The following items were reviewed at the UET discussion meeting on the 24 May:

- Bids:

The following bid was approved subject to credit checking the partner.

-RED ID: 13063 – “Smart Technology to Prevent Diabetic Foot Ulcers”, Innovate UK, Roya Haratian

The following two bids were approved.

-RED ID: 13073 – “Complex Carbs: understanding cereal domestication and dispersal in China”, Leverhulme Trust – Fabio Silva

-RED ID: 13109 – “The influence of alloying additives on low-temperature physical mechanisms of plastic deformation of high-strength high-entropy alloys in various structural states”, British Academy - Yi Huang/ Elena Tabachnikova

- The CAF Process for 'Residential Services, Student Services' was approved subject to some minor clarifications around monitoring compliance.
- On the cash flow, SH agreed to come back to UET with clarification about the SLC term dates issue, and agreed to add a new line to the cashflow spreadsheet in relation to cash days about Erasmus funding in Euros which may need to be returned if not spent.
- DW was asked to provide the next ARG agenda as soon as possible

- The following papers were circulated to UET week of 30 May for consideration and approval in advance of submission to the FRC meeting on the 10 June:

-Reserves Policy – review
-Treasury Management Policy Annual Review and Report on the Operation of the Policy
-Financial Dashboard
-Schedule of Insurance Cover
-Management Accounts – April 2022
-Pension review strategy
-Draft University Budget 2022/23 to 2024/25

-Atlantic House, St Johns Road lease
-Student wellbeing contract - extension
-Gender pay report
-Arne House - minor works term contract