



University Executive Board

Minutes of the meeting of 1 October 2024

Present: Professor Jane Norman (DVC and Chair), Professor Sube Banerjee (FPVC MHS), Professor Mark Bradley (Interim PVC ESE), Helen Dunn (Interim Director of Human Resources), Professor Jeremy Gregory (FPVC Arts and Interim FPVC Social Sciences), David Hill (CDO), Professor Sam Kingman (FPVC Engineering), Professor Katherine Linehan (PVC People and Culture), Professor Tom Rodden (PVC RKE), Professor Zoe Wilson (FPVC Science)

Apologies Professor Shearer West (Vice-Chancellor), Professor David FitzPatrick (Provost UNM), Professor Jon Garibaldi (Provost UNNC), Dr Paul Greatrix (Registrar)

Attending: Rowena Hall (Secretary), Rav Kalsi (Principal Executive Officer), Louella Houldcroft (Director of Communications and Advocacy),

Jason Phoenix (Programme Director) for minute 24.131, Peter Buckley (Associate Director of Pay and Reward) for minute 24.132, Siobhan Calfe (Director of HR Operations) for minute 24.132, Professor Caitlin Milazzo for minute 24.133, Mark Barber (Digital Core Programme Director) for minute 24.134, Rob Phillips (Programme Manager, DTS) for minute 24.134, Carolyn Stanhope (Digital Core Senior Business User for HR) for minute 24.134, Jason Carter (Director of Governance Assurance) for minute 24.134, Kerry Williamson (Finance Lead Digital Core Project) for minute 24.134

24.128 Welcome, Quoracy and Declarations of Interest

The Secretary confirmed that the meeting was quorate and there were no declarations of conflict of interest.

24.129 Minutes of Meeting on 3 September and Action Log

- .1 The minutes of the meeting held on 3 September (UEB/24/160) were CONFIRMED as a true and accurate record.
- .2 The Action Log was NOTED. It was AGREED that the following actions should be removed:
 - .1 Action 22.96.7 – Scope 3 Carbon Emissions – The action should be progressed as part of a comprehensive plan for scope 3 carbon emissions rather than as a discrete initiative. It was NOTED that the ‘Delivery of Environmental Sustainability Agenda’ risk, as stated on Strategic Risk Register, remained listed without a UEB risk owner. It was AGREED that the continued inclusion of the risk on the Strategic Risk Register and its ownership should be considered at a future UEB meeting.
 - .2 Action 24.53.07 – Reshaping our Estate – Space Management Responsibilities: This action had been incorporated into estate activity as part of the Future Nottingham programme.
 - .3 Action 24.53.08 - Reshaping our Estate – Space Management Responsibilities: This action had been incorporated into estate activity as part of the Future Nottingham programme.



24.130 Chair's Business

- .1 The Deputy Vice-Chancellor attended the recent Labour Party conference, as part of a University delegation. UEB discussed plans for attendance at the forthcoming Conservative Party conference and work was already underway to map and then develop the relationships through External Relations.
- .2 The Deputy Vice-Chancellor provided an overview of the Future Nottingham session delivered at the recent Council meeting. There was some discussion on the importance of ensuring an open and transparent relationship between the University's executive and Council.
- .3 UEB discussed the University's estate and considered whether some of the challenges related to strategic decision-making resulted from the number of options available. It was NOTED that the Director of Estates and Facilities was preparing a dependency chart which would support the understanding of the consequences for the remaining estate of the different options available. UEB was reminded that data indicated that University occupied more space than many of its peers.
- .4 An action was AGREED to include an item at the January UEB Away Day to consider estates strategy within the context of the Future Nottingham programme.

24.131 Estimating the Cost of Implementing Improved Postgraduate Research Scholarship Support

- .1 UEB RECEIVED paper (UEB/24/155) which provided an estimate of the impact of implementing a package of PGR support aligned to UKRI provision. Previous work had identified inequality in the level of scholarships and associated training experience for University supported PGR students.
- .2 It was NOTED that UEB had previously been supportive of the principle of achieving parity of support for internally funded and UKRI funded PGR students, but the cost implications had not been calculated.
- .3 If phased implementation of improved support for University supported PGR students were introduced from 2026/27, a reduction of 30% in the number of internally funded PGR students would be required to stay within the current budget allocation of £15.1m. Whilst such a reduction would see the University remain near the Russell Group average for PGR population, it would result in an estimated £2.5m reduction in QR funding.
- .4 The following points were NOTED:
 - .1 An expected output of the Future Nottingham programme would be that the University more actively directed its investment in PGR students.
 - .2 If the recommendations set out in the paper were introduced for entrants from 2026/27, it would see internally funded first year students with an enhanced package in comparison to year two and three students.
 - .3 To align students in years two and three to the UKRI support levels would cost an additional £13m.
 - .4 Whilst it would be more equitable to introduce the increased support for all PGR students at the same time, the University was not able to support such an investment.
 - .5 Communication of the changes would require careful management.
- .5 UEB AGREED the recommendations as set out in the paper and requested regular reporting on their implementation.



24.132 Digital Core Update – Approach to Business Readiness and Pension Issues

- .1 UEB RECEIVED paper UEB/24/157 which provided an update on project delivery, business readiness and included an independent external assurance report on the readiness of the Digital Core Project
- .2 UEB NOTED that the outcome of the external assurance report did not identify any risks of which the project was not aware or did not have mitigations for.
- .3 UEB was advised of the key points in relation to the most recent parallel payroll run. The majority of pay discrepancies arose in relation to pensions or absences. The payroll team made approximately 370 corrections in a normal month. It was forecasted that there would need to be in the region of 900 corrections in the first payroll run following go-live. It was anticipated that the majority of payroll corrections would be made before the pay date. A further update would be provided at the next UEB meeting.
- .4 It was reported that senior accountable leads had confirmed readiness to go-live. It was NOTED that whilst the status in some departments had been self-assessed as red and in others green, the level of readiness was similar across the University
- .5 Key communications setting out the plans for the cutover period were being cascaded across the University.
- .6 UEB was advised that the data migration figure of 67% would increase significantly following the return from annual leave of a key employee.
- .7 A meeting for UEB had been scheduled for the following week to make the UniCore go-live decision. In advance of this meeting, UEB would be provided with full reports on the readiness of the project.

24.133 Ultra High Field (UHF) Scanner Budget Request

- .1 UEB RECEIVED paper UEB/24/161 which outlined a shortfall in the estates costs for the Ultra High Field (UHF) Scanner Project.
- .2 UEB APPROVED the allocation of £2m within the Medium Term Financial Plan to cover a shortfall in estates costs for the UHF Scanner project phased as set out in the paper.