



University Executive Board

Minutes of the meeting of 7 November 2023

- Present:** Professor Shearer West (Vice-Chancellor), Professor Sube Banerjee (FPVC MHS), Dr Paul Greatrix (Registrar), Professor Jeremy Gregory (FPVC Arts and interim FPVC Social Sciences), David Hill (CDO) via Teams, Jaspal Kaur (Director of Human Resources), Professor Sam Kingman (FPVC Engineering), Professor Katherine Linehan (PVC EDI and People) via Teams, Professor Sarah Metcalfe (Provost UNM) via Teams, Professor Nick Miles (Provost UNNC) via Teams, Professor Robert Mokaya (PVC GE), Margaret Monckton (CFO), Professor Jane Norman (DVC), Professor Sarah Speight (PVC ESE), Professor Zoe Wilson (FPVC Science).
- Attending:** Rowena Hall (Secretary),

Rav Kalsi (Principal Executive Officer), Jason Carter (Director of Governance and Assurance) for minutes 23.106 and 23.107, Stephen Meek (Director of the Institute of Policy and Engagement) for minute 23.108.
- Apologies:** Margaret Monckton (CFO), Professor Tom Rodden (PVC RKE).
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23.103 Welcome, Quoracy and Declarations of Interest

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

23.104 Minutes of 3 October and Action Log

- .1 The minutes of the meeting held on 3 October 2023 were confirmed as a true record.
- .2 There were two red actions on the Action Log, 23.20.06 and 23.30.09 both owned by the Director of Human Resources which were due to be completed in the next day.

23.105 Chair's Business

- .1 The Vice-Chancellor had circulated an update prior to the meeting.
- .2 A new 'feedback' item had been added to the agenda to provide an opportunity to reflect on meeting itself. The agenda also included an item on the actions arising from the UEB Away Day.

23.106 Strategic Risk Management Update

- .1 UEB RECEIVED a paper (UEB/23/132) from the Director of Governance and Assurance which accompanied the Strategic Risk Register.
- .2 UEB NOTED that following discussion at Planning and Resources Committee, an additional risk related to Financial Efficiency had been added to the register and the stated risk on the Bio-Support Operational Issues had been re-articulated to 'Inability to Provide Research Facilities and Ensure Compliance' to reflect the nature of the risk more accurately.
- .3 UEB further NOTED the Planning and Resources Committee had also discussed concerns related to the potential threats and missed opportunities related to artificial intelligence and the cyber security risk which was not currently listed on the Strategic Risk Register.



- .4 An overview of the changes to the Strategic Risk Register would be presented to Council by the Deputy Vice-Chancellor at its next meeting.

23.107 Human Tissue Act (HTA) Compliance

- .1 UEB RECEIVED and NOTED a paper (UEB/23/133) from the DVC which included a summary of a report on the outcome of an internal governance review of the University’s compliance with the Human Tissues Act 2004 legislation. The governance review had been supported by an external expert.
- .3 UEB NOTED the wide-ranging set of recommendations identified as part of the governance review which were necessary to improve the overall governance of compliance.
- .4 A plan was under development to implement the recommendations. This would be delivered via a formal project led by the Head of the School of Medicine.
- .5 UEB NOTED the progress made and that there would be a resource ask of Faculties in due course to ensure delivery of the recommendations.

23.108 Institute for Policy and Engagement – People, Culture, Diversity, ESE links and Performance Report

- .1 UEB RECEIVED a paper UEB/23/136 which included an annual performance report and responded to comments received on the Institute’s KPI’s and delivery plan which had been shared with UEB by circulation.
- .2 UEB NOTED the following points set out in the paper:
 - .1 The clarification of how EDI and culture is reflected in the Institute’s programmes.
 - .2 The development of an action plan reflected feedback from NCCPE in the context of the University’s strategic ambitions.
 - .3 The potential areas of focus for growing connections between the Institute and the Education and Student Experience portfolio.

23.109 Away Day Actions

- .1 UEB RECEIVED a paper (UEB/23/140) from the Registrar which included notes from the recent UEB Away Day and proposed actions.
- .2 There was some discussion about the joint session with Students’ Union. The value of the sessions was NOTED, but it was considered that they would be more effective if UEB members and Students’ Union Officers were able to work together on more structured topics. The opportunity to network more informally over lunch was welcomed.
- .3 UEB considered the team development sessions delivered during the Away Day. The value of the sessions was NOTED.

	ACTION	OWNER	DUE
.4	To consider how the broader student voice might be encouraged and supported.	PVC ESE, Registrar	11 January 2023

23.110 Meeting Feedback

- .1 The PVC ESE provided feedback on the meeting which included:
 - .1 Challenging topics had been discussed with optimism and energy.
 - .2 Different perspectives had been shared alongside respectful discussion.
 - .3 Evidence of strong cross-team working was clear from the topics discussed.



- .2 There was a further reflective discussion on the meeting with included the following points:
 - .1 The agenda and discussion were not sufficiently tri-campus in nature.
 - .2 The quality of papers had improved significantly.
 - .3 A further opportunity to understand how some of the governance issues included on the agenda could be prevented from arising in the future would be welcomed.