



University Executive Board

Minutes of the meeting of 6 August 2024

Present: Professor Shearer West (Vice-Chancellor and Chair), Professor Mark Bradley (Interim PVC ESE), Helen Dunn (Interim Director of Human Resources) from minute 24.102, Professor David FitzPatrick (Provost UNM)), Professor Jeremy Gregory (FPVC Arts and Interim FPVC Social Sciences), David Hill (CDO), Professor Katherine Linehan (PVC People and Culture), Professor Zoe Wilson (FPVC Science)

Attending: Rowena Hall (Secretary), Jason Phoenix (Programme Director Future Nottingham) for minute 24.102, Mark Barber (Programme Director) for minute 24.103, Rob Phillips (Programme Manager) for minute 24.103, Moira Petrie (Director of Projects and Change) for minute 24.104, Sally Olohan (Director of Student Experience) for minute 24.104.

Apologies: Professor Sube Banerjee (FPVC MHS), Margaret Monckton (CFO), Professor Jon Garibaldi (Provost UNNC), Dr Paul Greatrix (Registrar), Professor Sam Kingman (FPVC Engineering), Professor Jane Norman (DVC), Professor Tom Rodden (PVC RKE)

24.99 Welcome, Quoracy and Declarations of Interest

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

24.100 Minutes of Meetings on 2 and 15 July and Action Log

- .1 The minutes of the meetings held on 2 and 15 July (UEB/24/127) were CONFIRMED as a true and accurate record.
- .2 The Action Log was NOTED.

24.101 Chair's Business

The Vice-Chancellor led a general discussion that covered accountability, decision-making and sub-groups including their purpose and remit.

24.102 Future Nottingham Update Report

- .1 UEB RECEIVED and NOTED paper UEB/24/126 which provided an update on the Future Nottingham Programme.
- .2 UEB NOTED that:
 - .1 The appointment of workstream delivery leads had been confirmed.
 - .2 The workstream initiation documents were due to be ratified at the next Future Nottingham Strategy Board meeting and would be shared with UEB thereafter.
 - .3 The development of phasing and sequencing plans was underway.



- .4 Work had begun on the Strategic Case for Change which was due to be considered by Council at its meeting in November. It would be important that the Case for Change achieved the right balance between a focus on financial sustainability and the University's academic mission and ambition. Sustained engagement would be required with Council over the course of the next few weeks to ensure that the Case for Change met with its expectations.
- .5 A Senate Away Day had been scheduled for October. The Future Nottingham Strategy Board would have to determine the elements of the programme for focus on the day.
- .6 Communication and engagement about the programme should support fluent discussion across the University using a common language. It would be important to ensure that there was an understanding of the programme as a holistic programme with the academic size and shape as the foundations and developing the target operating model to support that.

24.103 International Governance

- .1 UEB RECEIVED and NOTED the regular reports from UNNC (UEB/24/122) and UNM (UEB/24/123).
- .2 The low level of financial delegated authorities at UNM was NOTED. The majority of spend required Provost and, in many cases, BHB approval.

24.104 Digital Core Update – Approach to Business Readiness

- .1 UEB RECEIVED paper UEB/24/128 which outlined the Digital Core project's structured approach to assessing readiness for go-live. Predefined criteria would be used to assess the readiness for go-live for three distinct groups: HR, Finance and DTS, Faculties and Departments, and Users.
- .2 Senior accountable leads across the University would report on the business readiness for their area with such reports reviewed by the Change Readiness Board. PWC would undertake an independent assessment of business readiness across the project.
- .3 UEB was keen to receive an open and clear assessment of business readiness when the reports were available. The Chief Digital Officer confirmed that the metrics the programme would use to determine whether go-live should go ahead as scheduled were comprehensive.
- .4 Some concern was expressed that the people aspects of the programme were not sufficiently developed and understood. This included communication with staff about the impact of go-live, training requirements, and triage and contact points throughout the transition period.
- .5 An update on the approach to payroll was provided. UEB NOTED that the existing ResourceLink system could be utilised if it were determined that UniCore would not deliver



the level of accuracy required. The decision about which system to be used for the first payroll run following go-live would be made in mid-September.

- .6 A further update would be brought to the next meeting of UEB.

24.105 Feedback

- .1 At his first meeting of UEB, the Interim PVC ESE reflected on the number of urgent and high-level papers considered as part of the meeting.
- .2 It was commented that the small attendance at the meeting, given many members' annual leave, may have contributed to the high quality of discussion.

24.106 Roundtable

- .1 The FPVC Arts and Social Sciences advised UEB that an esteemed colleague known to many UEB Members had passed away. UEB Members expressed their heartfelt condolences to Agnes Flues' family, friends and colleagues.
- .2 The following updates were NOTED:
 - .1 Dr Helen McCabe had been appointed as the new thematic research lead for the arts and humanities in UK Parliament.
 - .2 The visit of Alex Norris MP to the Jubilee Campus.
 - .3 A meeting of the UK5 had been convened by the UK High Commission in Malaysia.