



**University of
Nottingham**

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University Executive Board

Minutes of the meeting of 7 January 2020

Attending Professor Shearer West (Vice-Chancellor and Chair), Professor John Atherton (FPVC Medicine and Health Sciences), Professor Dame Jessica Corner (PVC RKE), Dr Paul Greatrix (Registrar), Professor Jeremy Gregory (FPVC Arts), David Hill (CDO), Jaspal Kaur (Director of Human Resources), Professor Sam Kingman (FPVC Engineering), Professor Todd Landman (FVPC Social Sciences), Professor Andrew Long (DVC), Professor Robert Mokaya (PVC GE), Margaret Monckton (CFO), Professor Sarah O'Hara (PVC ESE), Professor Kevin Shakesheff (FPVC Science), Professor Sarah Sharples (PVC EDI)

Apologies Professor Graham Kendall (Provost UNM), Professor Nick Miles (Provost UNNC)

Attending Rowena Hall (Secretary), Dr Caitlin Milazzo

20.1 Welcome, Declarations of Interest and Quoracy

- .1 The Chair welcomed Dr Caitlin Milazzo, Head of the School of Politics and International Relations to the meeting as an observer.
- .2 The Secretary confirmed that the meeting was quorate.
- .3 There were no declarations of interest made by members.

20.2 Minutes of the Meeting Held on 2 December 2019 and Action Log

- .1 Subject to the correction of the title of the Teaching Affiliates Working Group, the minutes of the meeting on 2 December 2019 were agreed as an accurate record.
- .2 The following updates to the Action Log were provided:
 - .2.1 Actions, 19.80.6 and 19.123.7 were complete.
 - .2.2 Work on the One University Three Countries Operating Model continued. Conversations had taken place with the Provosts at UNNC and UNM and areas for particular focus were being identified. A new committee front sheet would be introduced which would ask sponsors and authors to consider the categorisation of the activities which were the subject of the paper.
- .2.3 Publication of the report from the Disabled Staff Review was imminent and a report from the review implementation group would be provided in March 2020.

20.3 Chair's Business

- .1 The Vice-Chancellor had circulated an update to UEB members prior to the meeting.
- .2 UEB discussed how to ensure the University was best placed to respond to and benefit from likely policy developments and investments connected to research and the HE sector flowing from the result of the general election and the establishment of the new government. It considered the different organisational structures and projects that existed in and impacted on the East Midlands and the likely benefits or disadvantage they might experience. The importance of developing strong relationships across a number of government departments, bodies and agencies was stressed.

	ACTION	OWNER	DUE
.3	To convene a group, including the Deputy Vice-Chancellor, PVC RKE and FPVC Science, to consider and develop the University's response to government and policy developments in the lead up to the Budget and provide regular updates to the Vice-Chancellor	JC	

20.4 Declaring a Climate Emergency

- .1 UEB RECEIVED and NOTED paper UEB/20/1 from the FPVC Medicine and Health Sciences presented by the Director of Sustainability and Professor Licence.
- .2 UEB NOTED that a number of HEIs had declared a climate emergency, as had the University's Students' Union. There was a level of staff and student interest in the University making a similar declaration. The value of making a declaration of a climate emergency and, in particular, without an authentic and solid plan to support it, was questioned.
- .3 The Registrar confirmed that whether the University should make such a declaration was a decision for Council.
- .4 The University had made a clear commitment to achieving greater environmental sustainability by including it at the forefront of its new strategy and had already made significant progress which would be reported in the University's annual energy and carbon reports.
- .5 UEB AGREED to RECOMMEND to Council that:
 - .1 The University should issue a statement making its position on an environmental emergency clear, to be supported by a strategic delivery plan for sustainability to meet the goals of the University as set out in its strategy. The statement should indicate the University's significant progress to date. It would be important for Council to support the statement.
 - 2 The statement should not be made until it could be supported by the strategic delivery plan. It was anticipated that the plan would be finalised by approximately April.
- .6 UEB AGREED that a paper should be submitted to Council for initial consideration at its next meeting in February. Further consideration should take place at Council's meeting in March.

	ACTION	OWNER	DUE
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.7	To prepare a paper for consideration at Council's next meeting with the input of the Director of Communications and Advocacy.	FVPC MHS	22 January 2020
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20.5 Student Accommodation Strategy

- .1 UEB RECEIVED and NOTED paper UEB/20/8 from the CFO presented by the Director of Estates and Facilities.
- .2 UEB NOTED that the strategy for student accommodation had been drafted following the work completed as part of Project Stay which had reviewed the current accommodation offer on campus at University Park, Jubilee and Sutton Bonington.
- .3 UEB further NOTED that the paper did not seek any financial approval but that if the strategy were approved, business cases for individual developments would be submitted through the governance structure as appropriate. Further work would be undertaken to finalise the programme and to consider the options for financing the activity. A funding proposal would be presented to UEB in due course. Two projects as set out in the draft strategy were already in flight, the extension to Southall Hall and the redevelopment work to Hugh Stewart Hall.
- .4 The Director of Estates and Faculties confirmed that the Student Accommodation Strategy would form part of the Estates Development Framework which would be owned by the Deputy Vice-Chancellor. It would retain flexibility so that the speed of activity could be increased or slowed as required.
- .5 The Deputy Vice-Chancellor reminded UEB members that the Planning and Resources Committee oversaw a detailed prioritisation process with respect to strategic investments. A prioritisation discussion in respect of projects that required substantial funding commitments and which would have significant impact on the University strategic direction would take place at the next UEB Away Day.
- .6 UEB reiterated the importance of ensuring that the Student Accommodation Strategy aligned with the University's Size and Shape plans and joined up with campus experience and residential life developments. There should also be a number of options for students in terms of affordability of accommodation.
- .7 UEB APPROVED the Halls Accommodation Strategy.

	ACTION	OWNER	DUE
.8	To submit the funding model for the accommodation strategy to UEB for consideration following completion of the work.	Director of Estates and Facilities	March 2020

20.6 Students' Union Governance and Partnership

- .1 UEB RECEIVED and NOTED paper UEB/20/2 from the Registrar presented by the CEO of the Students' Union and the Students' Union President.
- .2 UEB NOTED that the Student's Union was reviewing its Articles of Association. A review was required every five years but some minor changes had been made two years ago. It was likely that some further changes to the Articles of Association would be recommended following the output of the Students' Union President's review of democracy which was due to report. The changes would need to be in place ready for the next academic year. The revised Articles of Association would need approval of a general meeting of the Students' Union, the Students' Union Trustee Board, the Charity Commission and University Council.

- .3 UEB further NOTED that there was an Education Act requirement for a Code of Practice between the University and the Students' Union. Currently, this was affected by the Memorandum of Understanding which was under review jointly by the Students' Union and the University. Given the publication of the University's strategy and the Students' Union work on its strategy, it was opportune to consider the strategic partnership between the two.
- .4 The CEO of the Students' Union affirmed that the relationship with the University was constructive but that on occasion it relied too much on personal relationships. The relationship might benefit from putting more of a framework around it. Some of the changes proposed as a result of the democracy review would result in significant structural change within the Students' Union.
- .5 UEB welcomed the update on progress and looked forward to receiving more information on the proposed changes resulting from the democracy review.

	ACTION	OWNER	DUE
.6	To provide a short paper to inform UEB on the high-level amendments to the Articles of Association.	Registrar	By May 2020

20.7 Mid-Term Review of Research Strategy

- .1 UEB RECEIVED and NOTED paper UEB/20/3 from the Deputy Vice-Chancellor presented by the Director of Planning, Performance and Strategic Change.
- .2 UEB NOTED that the focus of the review, which would be sponsored by the Deputy Vice-Chancellor, would be on research performance as a whole, not just of recent central investments through the research strategy. This was as advised by the Research Advisory Group. It would have full University (tri-campus) scope, which was likely in practice to be lighter touch in relation to UNM and UNNC. It was acknowledged that the proposed review period would coincide with final preparations for the REF, but to push back the review would mean that there would not be sufficient time to react to its recommendations.
- .3 UEB NOTED that the Terms of Reference for the Review would be finalised in consultation with the chair of the review following their appointment.
- .4 The Director of Planning, Performance and Strategic Change confirmed that that terms of the review were drafted to take account of specific interventions, longer term trends, funding environments change and factored in lag effects.
- .5 UEB were reminded that it would its decision whether and how to implement any recommendations arising from the review and NOTED that some flexibility would be required to reprioritise or redirect planned spend.

	ACTION	OWNER	DUE
.6	To submit a copy of the mid-term research strategy review report to UEB	DVC	July 2020

20.8 Equity Splits in Spin-Out Companies

- .1 UEB RECEIVED and NOTED paper UEB/20/4 from the PVC RKE and presented by the CEO of Nottingham Technology Ventures Limited.
- .2 UEB NOTED the proposed change to the University's Invention and Patent Code of Practice which was a move to a 50.1:49.9% split in the founders' favour at the formation of a new spin

out company from the current 60:40% in the University's favour. Further review of the code would take place in due course as part of the Knowledge Exchange Strategy.

- .3 The proposed change would make it easier for University's spin out companies to secure grants from the EU and Innovate UK, as a number of funding agencies prohibited corporate ownership. It would remove a psychological barrier to founders in engaging with the spin out process and therefore speed up the negotiation of the company's incorporation. The majority of significant board decisions required a 75% approval so the University's control would not be adversely affected.
- .4 UEB AGREED to RECOMMEND the 50.1:49.9% equity split in the founder's favour to Council for APPROVAL.

20.9 UEB Sub-Committee Update

UEB RECEIVED and NOTED paper UEB/20/6 from the Secretary.

20.10 UEB Circulation Results

UEB RECEIVED and NOTED paper UEB/20/7 from the Secretary.

20.11 Roundtable

It was reported that:

- .1 The University's counselling service had achieved BACP accreditation. The accompanying accreditation report highly commended the service. A press release was being prepared.
- .2 A report on the current status for the REF return would be submitted to the REF Steering Group in February.
- .3 A 14 month extension to funding for the synthetic biology centre had been secured.
- .4 It had been announced that TEF submission would not be required until 2021.
- .5 There was an ongoing review of security in the Trent Building resulting from the occupation by students in December.
- .6 The British Games Institute had taken moved into space at Lakeside.