



The  
University  
Of  
Sheffield.

Office UEB/2018/1704/02  
Of The  
President &  
Vice-Chancellor.

## Minutes University Executive Board

**Date:** 20 March 2018

**Present:** Professor G Valentine (GV) (in the Chair for item 1-6),  
Professor M J Hounslow (MJH) (in the Chair for items 7-8),  
Mrs H J Dingle (HJD), Professor J Derrick (JD), Mr A Dodman (AD),  
Professor D Hadley (DH), Professor W Morgan (WM),  
Professor D Petley (DP), Professor Dame Pamela J Shaw (PJS),  
Mr R Sykes (RS), Professor C Watkins (CW)

**In attendance:** Dr R Birch (RHB) (item 3); Mr Y Ververidis (VY) (item 3.1);  
Mrs V Jackson (VEJ) (item 4);

**Apologies:** Professor Sir Keith Burnett (KB), Dr T Strike (TS);

**Secretary:** Mr D T Swinn (DTS)

### 1. Minutes of UEB held on 6 March 2018 (UEB/2018/2003/01)

The Minutes of the meeting held on 06 March 2018 were approved as an accurate record.

### 2. Closed Minute

### 3. Corporate Financial Report for the period ending 28 February (UEB/2018/2003/05)

(Vicki Jackson in attendance for this item)

- 3.1 UEB considered the monthly Corporate Financial Report for the seven-month period ending 28 February 2018, which provided year to date income and expenditure figures, and outturn forecasts for income and expenditure at University, Faculty and Departmental level. It was pleasing to note that predicted overspends had reduced further since the quarter 2 results and the forecast outturn position was improving every month.
- 3.2 Attention was drawn to the rate by which expenditure in all areas would need to increase for the actual outturn position to match the budget, which reflected over caution on the part of budget holders in estimating future expenditure. Members welcomed efforts to foster greater realism in estimating expenditure profiles in order to reduce the variance between the actual and forecast outturn positions.
- 3.3 **Action:**  
HJD and VEJ would meet HoDs and FVPs as part of the financial forecasting process.

#### **4. Closed Minute**

#### **5. ECSG Business Case - Refurbishment of 171 Northumberland Road** (UEB/2018/2003/06)

- 5.1 It was reported that ECSG had recently considered three connected business cases about how to accommodate significant planned growth in student numbers in the Management School from September 2018.
- 5.2 UEB recommended approving a proposal to revisit a previously approved project at 171 Northumberland Road, which had not yet been progressed, for use as the Management School Doctoral Research Centre, including additional budget of £287k. It was noted that the uplift would be funded equally between backlog maintenance and Faculty funding and included provision for contingencies.

#### **6. Closed Minute and Paper**

#### **7. Round table**

- (a) HEFCE Prevent duty annual reporting, monitoring outcome: HEFCE had confirmed that the information provided by the University had demonstrated sufficient evidence of due regard to the Prevent duty, and UEB congratulated Susan Bridgeford on overseeing the process. It was noted that the University was waiting for HEFCE to respond about a specific matter, which the University had reported subsequently.
- (b) University Research Institutes: DP reported that KB had agreed extend the timescales for the submission of full bids with a view to seeking the necessary governance approvals in autumn 2018. Further details about new deadlines would be provided in due course.
- (c) Global Engagement: PJS reported the success of a recent visit to Bangladesh and the high quality support that been provided to prepare for the trip.