



Minutes Meeting of the University Executive Board

Date:	02 July 2024
Present:	Professor K Lamberts (KL), in the Chair Professor R Blakeley (RB), Professor A Blom (AB), Professor J Derrick (JD), Professor S Fitzmaurice (SF), J Jones (JJ), Professor R Mokaya (RM), Professor C O'Bradaigh (CO), R Sykes (RS), Professor M Vincent (MV), I Wright (IW)
Secretary:	D Swinn (DS)/ E Allan (EA)
In attendance:	J Strachan (JS); L Goodacre (LG), W Burroughes (WB), K Green (KG) and Mark Holden (MH) (item 4); D Barcroft (DB), C Vernon (CV) and C Hamilton (CH) (item 5)
Apologies:	Professor S Hartley (SH), Professor G Jewell (GJ)

1. School One University Committee Terms of Reference

- 1.1 UEB received and endorsed the new terms of reference, which had been developed following extensive consultation and discussion with key stakeholders and had been agreed by the Schools Governance Working Group.

2. Closed Minute and Paper

3. Report of the UEB Health & Safety Sub-Group

- 3.1 The report of the UEB Health & Safety Sub-Group was deferred to the agenda of the 09 July 2024 meeting.

4. Capital Prioritisation

(WB, LG, KG, and MH in attendance for this item)

- 4.1 UEB were presented with an updated Capital Prioritisation proposal which included a revised governance and appraisal process of project approval and monitoring.
- 4.2 UEB noted that the proposed process would be applied to all projects. Key elements of the proposed Governance and Investment Appraisal Process were as follows:
 - A weighted scoring system would be applied to projects in order to rank them for future prioritisation.

- Projects would be tiered based on the estimated full budget cost for the project.
 - A new Estates Development Group (EDG) would review project tiering and scoring in order to create a prioritised pipeline plan for the Capital Programme, and oversee minor projects with a value of up to £500k. The Group would report formally into the UEB Estates Capital Sub Group (ECSG).
 - Business plans would be developed at an early stage and be considered throughout decision making.
- 4.3 With respect to the proposed scoring system and the consideration of non-financial benefits, clarification was provided that the scoring was not part of the decision making criteria and would be used to assign an initial ranking to inform project prioritisation. Business cases and strategic benefits would continue to be considered throughout the formal decision making process.
- 4.4 UEB were assured that the process would not be applied to critical maintenance, as ring-fenced funds were available for works of that nature. However, improvement works would be subject to the new process.
- 4.5 UEB considered the EDG membership and agreed that additional representation would be added.
- 4.6 UEB approved the EDG approval limit of >£500k but agreed that the approval limit of ESDG be lowered from £5m to £3m in order to retain UEB oversight and approval for larger value projects.

5. **Round Table**

- (a) Pay negotiations: UEB were informed that pay negotiations were ongoing.