

**MINUTES OF THE MEETING OF THE UNIVERSITY EXECUTIVE BOARD HELD ON TUESDAY 17
FEBRUARY 2026 IN ROOM 109, REGENT STREET AND VIA MICROSOFT TEAMS**

PRESENT:	Professor P Bonfield (Chair) Professor D Anand Professor C Dormor Professor C Kalantaridis	Professor A Linn Professor C O'Connor K Patel I Wilmot (Deputy Chair)
IN ATTENDANCE:	N Donohue (Minute 25.128) I Griffiths (Minute 25.130)	J Lamarque (Secretary) N Nelson (Minute 25.129)
APOLOGIES:		

25.126 ANNOUNCEMENTS

- 25.126.1 **Welcome:** The Chair welcomed all members and attendees to the meeting.
- 25.126.2 **Apologies:** All members attended the meeting and there were no apologies.
- 25.126.3 **Declaration of interests:** Members did not declare any conflict of interest for the matters on the agenda.
- 25.126.4 **Requests to discuss starred items and business not on the agenda:** The Chair confirmed there were no requests to discuss starred items or items of business not on the agenda.
- 25.126.5 **Chair's business:** There were no items of Chair's business.

25.127 STAYING SAFE: BUSINESS CONTINUITY GROUP UPDATE

- 25.127.1 The University Secretary and Chief Operating Officer/Co-Chair, Staying Safe: Business Continuity Group informed members that there were no updates since the last UEB meeting.

25.128 DISABILITY LEARNING SERVICES

- 25.128.1 Neil Donohue, Director of Student and Academic Services (SAS) presented the proposed enhanced direction for Disability Learning Services and the Student and Academic Services directorate (Document UEB 260217C).
- 25.128.2 Members discussed the name of the service as it was felt that having 'disability' in the title could be acting as a barrier and being labelled as disabled is offensive to some. Members noted that some students do not see themselves as disabled but will still need help from the Learning Support Team. There was a suggestion that the title of the service could include 'disability and'.
- 25.128.3 Members discussed moving the service from a reactive position to prepare for current primary Special Educational Needs students accessing higher education. Members also discussed use of engagement with students to triage needs and designing spaces for maximum inclusion.
- 25.128.4 Members noted that the Director of SAS will return to UEB with a fully costed business case for development of this area in due course.

25.129 UPDATED STRESS RISK ASSESSMENT

- 25.129.1 Niamh Nelson, Head of Safety, Health and Wellbeing (SHW) presented the updated Stress Risk Assessment (Document UEB 260217B).

- 25.129.2 The Head of SHW informed members that the University is working towards the University Mental Health Charter, which covers non-work-related causes of stress as well as work-related. Members heard that the SHW team will promote individual stress risk assessment templates and team stress risk assessments to line managers to investigate the causes of pressure on colleagues and teams.
- 25.129.3 The Head of SHW explained that sector guidance was published last year, and the Health and Safety Executive expect most large employers to have evidence that they deal with stress proactively and in a realistic way.
- 25.129.4 A member commented that there is an expectation that colleagues promoted into leadership positions such as Heads of School or Associate Heads of School are automatically aware of health and safety matters. The Head of SHW confirmed that Institution of Occupational Safety and Health training will be implemented.
- 25.129.5 The Head of SHW reported that colleagues in the People Culture and Wellbeing directorate are creating dashboards for Schools and Professional Services Directorates to enable them to look at sickness absence and turnover at a local level.
- 25.129.6 The Head of SHW informed members that she is working with the Risk and Resilience Manager and issues identified as high risk at a School level are being escalated to the College level. She also reported that there is an increase in demand for mental health support, and the Employee Assistance Programme has been expanded with the market reacting to this need.
- 25.129.7 **APPROVED** Members confirmed the updated Stress Risk Assessment with immediate effect.
- 25.130 STRATEGIC RISK REGISTER – PERIODIC REVIEW 2 (INCL. OPERATIONAL RISK REGISTERS REVIEW OUTCOMES)**
- 25.130.1 Ian Griffiths, Risk and Resilience (R&R) Manager presented the Strategic Risk Register – periodic review 2 (Document UEB 260217A), which includes Operational Risk Register review outcomes.
- 25.130.2 Members heard that there has been a net increase in the number of operational risks, and one department has identified some risks that have never been recorded previously.
- 25.130.3 Members noted that six risks are newly outside of the risk appetite, although most are marginally so, and that colleagues continue to monitor these areas.
- 25.130.4 Members received assurance that all possible internal measures are in place in relation to an operational compliance risk that is outside of risk appetite and noted that the higher risk rating is a response to external factors.
- 25.130.5 **AGREED** Members noted the six operational risks newly outside of risk appetite and confirmed that the level of risk and controls and mitigations in place are acceptable.
- 25.130.6 Members noted that there are no material changes to the strategic risks resulting from the latest review.
- 25.130.6.1 **ACTION Vice-Chancellor** to follow up with the R&R Manager to introduce a cascading risk assessment to identify dependencies between risks.
- 25.130.7 **AGREED** Members recommend the Strategic Risk Register periodic review 2 to the Audit and Risk Committee.
- 25.131 MINUTES OF THE PREVIOUS MEETING, ACTIONS AND MATTERS ARISING**
- 25.131.1 **APPROVED** Members confirmed that the minutes of the meeting held on 2 February 2026 (Document UEB 260217D) are an accurate record.

25.131.2 Members noted an update on actions and matters arising from previous meetings (Document UEB 260217E).

25.132 ANY OTHER BUSINESS

25.132.1 Members did not raise any other items of business.

25.133 FREEDOM OF SPEECH WORKING GROUP

25.133.1 **APPROVED** Freedom of Expression Working Group is defunct with immediate effect as it is replaced by the Freedom of Speech Working Group.

25.133.2 **APPROVED** Deputy Registrar, Quality and Standards to implement the Freedom of Speech Working Group terms of reference and membership (Document UEB 260217F) with immediate effect.

25.134 UPDATED INFORMATION ON HASMAP FOR 2025-26 DELIVERY

25.134.1 Members noted the updated information on HASMAP for 2025-26 delivery (Document UEB 260217G).

25.135 INTERNAL AUDIT REPORT

25.135.1 Members noted the Internal Audit report on Cyber Security (Document UEB 260217H).

25.136 DATES OF FUTURE MEETINGS

17 March 2026	9 June 2026
31 March 2026	23 June 2026
20 April – UEB dinner	6 July 2026 – UEB dinner
21 April – UEB meeting and away day	7 July 2026 UEB away day
12 May 2026	28 July 2026
26 May 2026	11 August 2026

Regular meetings are 10.30am to 12.30pm (unless alternative time stated above) in Room RS109, Regent Street and via Microsoft Teams.