

MINUTES OF THE MEETING OF THE UNIVERSITY EXECUTIVE BOARD HELD ON TUESDAY 9 JUNE 2026 IN ROOM JG.05, HARROW CAMPUS AND VIA MICROSOFT TEAMS

PRESENT:	Professor P Bonfield (Chair)	Professor A Linn
	Professor D Anand	Professor C O'Connor
	Professor C Dormor	K Patel
	Professor C Kalantaridis	I Wilmot (Deputy Chair)
IN ATTENDANCE:	J Lamarque (Secretary)	D Stubbs (Minute 25.212)
	Professor G Saunders (Minute 25.214)	
APOLOGIES:		

25.210 ANNOUNCEMENTS

- 25.210.1 **Welcome:** The Chair welcomed all members and attendees to the meeting.
- 25.210.2 **Apologies:** All members attended the meeting.
- 25.210.3 **Declaration of interests:** Members did not declare any conflict of interest for the matters on the agenda.
- 25.210.4 **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.
- 25.210.5 **Chair's business**
The Chair informed members that he is leading on the project to make London the best city to study. The Chair also updated members on the London Student Partnership and work on Freedom of Speech by the Office for Students.

25.211 STAYING SAFE: BUSINESS CONTINUITY GROUP UPDATE

- 25.211.1 The University Secretary and Chief Operating Officer (USCOO)/Co-Chair, Staying Safe: Business Continuity Group informed members that the last meeting focused on business continuity plans and the safety of the estate.

25.212 FINAL UNIVERSITY BUDGET 2026-27

- 25.212.1 David Stubbs, Director of Finance and Commercial Services ('Director of Finance'), presented the final University budget for 2026-27 (Document UEB 260609A).
- 25.212.2 The Director of Finance outlined the income and expenditure budget, noting that some income lines are lower than the 2025-26 figure. Members heard that colleagues are reviewing Other Income and aim to increase revenue from other commercial areas and that the expenditure budget is also slightly lower than in 2025-26.
- 25.212.3 Members discussed changes to the new accounting standard SORP26, noting that changes to lease accounting will impact the balance sheet.
- 25.212.4 **[Redacted]**
- 25.212.5 **[Redacted]**
- 25.212.6 The Director of Finance informed members that the budget does not include expenditure on any special projects.

- 25.212.7 The Director of Finance assured members that the budget is fully compliant with loan covenants and members heard that once the 2025-26 accounts are finalised the University will commence loan renegotiation discussions with lenders.
- 25.212.8 A member commented that the budget does not recognise the £6m expenditure on rent to the Quintin Hogg Trust (QHT).
- 25.212.8.1 **ACTION Director of Finance** to update the paper to reflect this cost prior to submission to Resources Committee.
- 25.212.9 Members heard that every budget holder has been given a budget envelope to work within, and the Finance department are working with the Strategy, Planning and Performance department to review the high-level cost base, such as utilities, professional fees and contract renegotiations across the University.
- 25.212.10 In response to a member's query on scenarios, the Director of Finance confirmed that the budget is cautious and assumes the worst and that colleagues will undertake more scenario planning. Members heard that inflation has been added to relevant costs, and it is imperative to commence the global cost review.
- 25.212.11 Members discussed Clearing and continuation and the challenge of recruiting international students. Members also discussed future actions on continuation and recruitment, increasing income from tuition fees, managing salaries and other costs, and revisiting planned capital expenditure and cash generation.
- 25.212.12 **AGREED** Members recommend the final University budget 2026-27 to Resources Committee subject to the amendment noted in Minute 25.212.8.
- 25.213 STRATEGIC RISK REGISTER – PERIODIC REVIEW 3 (INCL. OPERATIONAL RISK REGISTERS REVIEW OUTCOMES)**
- 25.213.1 The USCOO presented the Strategic Risk Register – periodic review 3 (Document UEB 260609B), which includes outcomes from the review of Operational Risk Registers.
- 25.213.2 Members noted that there are no material changes to the Strategic Risk Register and that there are two operational risks where the residual risk scores are newly outside of the University's risk appetite.
- 25.213.3 Members discussed risk reference FIN-26-COM-02 and the USCOO confirmed that the event booking system is in place, but colleagues are not yet using it. Members noted that the Risk Owner will reduce the residual risk score when training is complete and the system is operating successfully.
- 25.213.4 In response to a member's query about the definition of events is clear in this context, the USCOO confirmed that there is now an approved Events Policy in place, which colleagues will supplement with guidance.
- 25.213.5 **AGREED** For the two operational risks newly outside of risk appetite, the level of risk is acceptable and the mitigations and controls in place are appropriate.
- 25.213.6 **AGREED** Members recommend the Strategic Risk Register – periodic review 3 (incl. Operational Risk Registers review outcomes) to the Audit and Risk Committee.

25.214 UPDATE ON USE OF GENERATIVE AI

- 25.214.1 Professor Gunter Saunders, Director of Digital Capability and AI Leadership (DCAIL) gave an oral update on the use of Generative AI (GenAI) across the University.
- 25.214.2 The Director of DCAIL reported:
- The AI EU Acts will be published on 1 August 2026, after which it will be necessary to amend the University's policy.
 - Work on a set of principles for all colleagues continues and will be reflected in the policy.
 - There is a regular programme of workshops around AI and AI in teaching for academics with a similar course in development for Professional Services (PS) colleagues to be delivered in September 2026.
 - There is growing demand for frontline AI tools across PS teams.
 - The University is adding to the existing AI tools available in the virtual learning environment.
 - By September 2026 there will be an AI tool that will help with the assessment and feedback process.
 - Blackboard will have an AI Lab available to every student and colleague that will have a limited number of prompts per day to ensure purposeful use.
- 25.214.3 Members discussed the AI in Teaching workshop and the Deputy Vice-Chancellor (DVC) for Education confirmed that previous attendees of the workshop will act as champions and will help to devise a programme to encourage more academic colleagues to attend.
- 25.214.4 Members discussed disengaged colleagues and how to deal with equity of access and licences. The Director of DCAIL explained that Blackboard is a space where students and colleagues can safely experiment with AI.
- 25.214.5 Members acknowledged that colleagues will approach AI with different perspectives on the ethics of its use and noted that the University will train academics on how to use AI to make sure that everyone who can benefit does benefit.

25.215 STUDENT CONTINUATION

- 25.215.1 The DVC (Education) informed members that she was currently waiting for pass rate data.
- 25.215.2 Members heard that Graduate Outcomes results are due on 23 June 2026 and National Student Survey results on 8 July 2026.
- 25.215.3 Members discussed the Complete University Guide and the positive changes for some Schools.

25.216 MINUTES OF THE PREVIOUS MEETING, ACTIONS AND MATTERS ARISING

- 25.216.1 **APPROVED** Members confirmed that the minutes of the meeting held on 26 May 2026 (Document UEB 260609C) are an accurate record.
- 25.216.2 Members noted an update on actions and matters arising from previous meetings (Document UEB 260609D).

25.217 ANY OTHER BUSINESS**Safeguarding and Prevent Management Board**

- 25.217.1 Members discussed a proposal to establish a Safeguarding and Prevent Management Board as a sub-committee of UEB (Document UEB 260609L).
- 25.217.2 **AGREED** Membership to include a Director of College Operations representative.
- 25.217.3 **APPROVED** Members established the Safeguarding and Prevent Management Board with immediate effect and with the terms of reference and membership as proposed plus the additional member noted in Minute 25.217.2.

- 25.217.4 A member commented on the importance of delivering on the commitments in the terms of reference.
- 25.218 SAFETY, HEALTH AND WELLBEING LEGAL REGISTER ANNUAL REVIEW**
- 25.218.1 Members noted the Safety, Health and Wellbeing Legal Register Annual Review (Document UEB 260609E).
- 25.219 DANGEROUS SUBSTANCES AND EXPLOSIVE ATMOSPHERE REGULATIONS POLICY**
- 25.219.1 **APPROVED** The new Dangerous Substances and Explosive Atmosphere Regulations Policy (Document UEB 260609F) is to be adopted with immediate effect.
- 25.220 DISPLAY SCREEN EQUIPMENT POLICY**
- 25.220.1 **APPROVED** The updated Display Screen Equipment Policy (Document UEB 260609G) is to be adopted with immediate effect.
- 25.221 FINANCIAL REGULATIONS**
- 25.221.1 **AGREED** Members recommend the revised Financial Regulations (Document UEB 260609H) to Resources Committee.
- 25.222 ACCOUNTING POLICIES JUDGEMENTS AND ESTIMATES**
- 25.222.1 **AGREED** Members recommend the accounting policies judgements and estimates (Document UEB 260609I) to Audit and Risk Committee.
- 25.223 PUBLIC INTEREST DISCLOSURE (PID) (WHISTLEBLOWING) REGISTER – ANNUAL REVIEW SUBMISSION**
- 25.223.1 Members noted the PID (whistleblowing) register annual submission (Document UEB 260609J).
- 25.224 QUARTERLY UPDATE OF QHT-FUNDED LIVE PROJECTS (FEBRUARY TO APRIL 2026)**
- 25.224.1 Members noted the quarterly update of QHT-funded live projects (Document UEB 260609K).
- 25.225 DATES OF FUTURE MEETINGS**

2025-26

23 June 2026	28 July 2026
6 July 2026 – UEB dinner	11 August 2026
7 July 2026 UEB away day	

2026-27

1 September 2026	2 March 2027 – UEB away day
21 September 2026 – UEB dinner	9 March 2027
22 September 2026 – UEB away day	23 March 2027
6 October 2026	20 April 2027
27 October 2026	11 May 2027
11 November 2026	25 May 2027
24 November 2026	8 June 2027
15 December 2026	22 June 2027
12 January 2027	5 July 2027 – UEB dinner
26 January 2027	6 July 2027 – UEB away day
9 February 2027	27 July 2027
23 February 2027	10 August 2027
1 March 2027 – UEB dinner	

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