

## Operations Committee

4 November 2021, 10:00 - 12:00

### Minutes

#### Present Members:

Fiona Ryland (Chair); Kevin Argent; Beth Beasant; Joyce Bill; Simon Buller; Katie Canada; Sara Collins; Natalie Conway; Ian Dancy; Geoff Dunk; Ian Galloway; Thea Gibbs; Claire Glen; Clare Goudy; Richard Jackson; Tansy Jones; Natasha Lewis; Sian Lunt; Collette Lux; Derfel Owen; Andy Smith; Julie Smith; Dean Stokes; Osman Teklies; Rebecca Whitham; Donna Williamson.

#### Apologies:

Paul Ayris  
Matthew Blain  
Loren Moyse  
Kathryn Walsh

#### In attendance:

N/A.

#### Officer(s):

Louise Moore, Secretary

### Part I: Preliminary Business

#### 1. Terms of Reference & Membership (Paper 1-01)

- 1.1. Operations Committee agreed the proposed changes to the membership, with
  - a. **ACTION:** Proposed changes to the membership to go to UMC for approval.
- 1.2. Operations Committee suggested that future agendas should include:
  - a. Schedule of works across the year.
  - b. Item on the Strategic Risk Register.



- e. Increased visibility and transparency within MyHR so colleagues more aware about missing information, enabling proactivity, and working together better.
- f.

- c. Noted that the commitment was approved in October 2019 and then the pandemic struck. Concerns raised about what could be achieved in eight years.
- 5.2. The following points were raised in discussion:
- a. Research funders were increasingly interested in sustainability and asking for sustainability statements, for example, carbon offsetting travel. The ability to demonstrate and provide an audit trail was noted.
  - b. COP26 and HE sector plan for sustainability.
  - c. The ambition to drive forward, but the concerns about achievability.
  - d. Costs if not achieved:
    - i. Carbon loading on any new initiative.
    - ii. Students expect sustainability.
    - iii. Global experts in the field of sustainability and the need to be at the forefront on initiatives and backing up what we say with what we do.
- 5.3. Operations Committee:
- a. Noted the business case.
  - b. **Agreed/ACTION:** To outline the business case over the next six months and Richard Jackson to bring the business case to Operations Committee for consideration.
- 5.4. Operations Committee:
- a. **Approved:** the recommendations with the following amendments:
    - i. To clarify product versus project.
    - ii. To clarify the timeline, so clear for planning purposes: Richard Jackson to work with Joyce Bill.
    - iii. To work with Mike Sheppard on the early feasibility work on key capital projects.
  - b. **ACTION:** Richard Jackson to update the recommendations and UMC to note.

## Part IIIIIIIIIII

## Operations