



# Financial Services Newsletter



Issue 13

April 2021

## In This Issue

- Retirement- Fiona Woolerton
- New Starters
- Management & Financial Team Update
- Access to Learning Fund
- Purchase Cards
- Exit from the EU
- Financial Systems Support Update.
- Staff Updates

## Dates for the Diary

- Return to office – TBA.
- CSE Assessment June 2021

## Finance News

Welcome to the Spring 2021 edition of the Financial Services Newsletter. We hope you have enjoyed the Easter break and managed to get out into the sunshine. It is over 12 months ago when we started our remote working. Who could have thought that we were going to have a year like this and that a year wouldn't be long enough! In some ways it has gone quickly and in other ways, it hasn't. However, the best thing to do is to keep looking forwards because we may be approaching the finishing line but we are definitely moving towards the summer with long days, blue skies and wall to wall sunshine.... well we can all dream!

## Fiona Woolerton's Retirement

We are sad to announce that Fiona retired in February, after 23 years in Finance. Throughout her time in the SFO, Fiona has always been a much valued member of staff and we are sorry to see her leave. The SFO will not be the same without her, although her departure may mean that the 'other side' of Financial Services has a chance at winning the unspoken Christmas decorations competition this year!!! (They won't – we will hire her as a consultant!)

The SFO will be a quieter place without Fiona's witticisms, her always stocked chocolate drawer, and her baking – something we have all missed over lockdown, but as she has recently become a grandparent she has far more exciting things to look forward to when compared to setting up payment arrangements or solving student queries!

Although we weren't able to celebrate her retirement properly, once we come out of lockdown we will certainly organise a proper goodbye so that we can wish her well and hear about all her planned adventures!

## New Starters

Financial Services are delighted to be able to announce that Mr Alex Carter has taken up the role of Collaborative & General Procurement Category Manager. For those of you who haven't met him, Alex has been ably assisting Joanna with Estates Procurement since he joined from University of Hull 2 years ago and we are very excited about the skills and diligence he will bring to Procurement across other areas of the University in his new role.

We extend a warm welcome to Alex and he will be on hand if you have any general procurement queries. Hopefully, we will all be able to meet Alex in person at some point this year!

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## Management and Financial Accounts Team Update

### Published financial statements

The year end accounts to 31 July 2020 were completed on time and incorporated a revaluation of the university's estate and new reporting requirements on student access and participation expenditure. For the first time ever, the external audit of these accounts took place remotely and although certainly far from normal, we got there in the end. Thanks to everyone in both Financial Services and in the wider University who played a part.

### Devolved Revenue (DevRev) resource allocations – 20/21 and 21/22

Details of school and service budget allocations were issued on 5<sup>th</sup> March ahead of the annual budget planning cycle. Many thanks to Schools for providing the detailed student number forecasts on which the DevRev models are based, and in some cases revisiting those forecasts where applications data for 21/22 suggested some inconsistencies, and to all Schools and Services for their hard work in setting their budgets. Early indications are that the majority will achieve the targeted 3% surplus for 20/21.

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## Unprecedented Demand for Access to Learning Fund

Following the government announcement of £20m of funding for students at UK Universities, followed by confirmation of a further £50m, the allocation received at this institution has meant the Student Financial Support Team has seen unprecedented demand for the Access to Learning (Hardship) Fund. The number of applications from students to the University hardship fund has placed demands on the Student Financial Support team within Financial Services. At the time of writing, we have paid out £771,000 to over 1,250 students in less than 3 months. When remote working became the norm in March 2020, the hardship forms were moved online, which has benefitted students and staff alike and ensured that the process is covid secure.

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## Purchase Cards

The University has recently appointed Lloyds as our new supplier of Purchase Cards following a tender. It is disappointing to say goodbye to Barclaycard after a long and productive relationship but Lloyds ultimately offered a more comprehensive package. New cards will be dispatched from Lloyds shortly and we hope we will be able to share further benefits of the scheme and new ways for you to manage purchase cards transactions in due course.

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## Exit from the EU

So far, we haven't seen too much disruption due to Brexit however there have been some instances of additional charges from logistics companies in relation to imports. Some logistics companies are only invoicing their charges after delivery, please could we ask that these invoices are settled as soon as they can be to avoid late payment charges, which these companies are generally quick to levy. If you need any advice or have any concerns regarding importing please contact Joe Byrne, Head of Procurement & Insurance.

When importing and exporting goods you may be asked for various information by the freight carrier. The 3 most requested pieces of information are:

1) The EORI Number

The EORI number for UHHEC is GB 516 3101 90 000  
The EORI number for UHEL is GB 516 3101 90 001  
The EORI number for 3MBIC is GB 516 3101 90 002

2) The VAT number for all 3 companies is GB 516 3101 90

3) A commodity code which can be found on [www.trade-tariff.service.gov.uk](http://www.trade-tariff.service.gov.uk)

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## Financial Systems Support update

The Finance Systems Support Team have been busy providing support to all our users. In February 2021, we implemented a significant upgrade to the system, which maintained the current support contract, resolved some issues and further allows for development going forward. Since Lockdown, we continue to support users and have now achieved a resolution hit rate for issues raised by users of over 80% within a 24 hour period and well over 90% resolution rate for issues resolved within 48 hours. Support goes from strength to strength and the feedback we get from users is positive which we are appreciative of. The team now are working toward producing on line training courses having received feedback from users saying they feel this will be more beneficial so we will continue to do this going forward.

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## Staff Updates

Meet our recent new starters virtually.

### Hal Storey



My previous employer was Tribal, who are the suppliers of our ASIS and e:Vision solutions. I specialised in building and customising this software for Universities, which is the role I've been hired for here.

With Huddersfield University, I'm now employed as an ASIS Analyst and Developer. I currently live in Hull, with a view of looking to move to Huddersfield in the coming months, pending the outcome of lockdown. I'm originally from St. Albans, but have been here for the past 20 years (growing up and going through education).

5 things about myself:

- I enjoy running and was part of the lunchtime running club at my previous place of employment.
- I'm an avid reader and am currently making my way through the Ian Fleming Bond books.
- I have a Bombay cat called Pauline.
- I love all things games. Computer games, console games, board games, pen and paper games.
- I haven't found a food I don't like, including common acquired tastes like anchovies, vegemite, oysters, and haggis.

I'm really enjoying working from home. Saving an hour on the commute each day and being able to get my work done while also remaining relaxed and comfortable in my own home is not a situation I expected to be in a little over a year ago now, but definitely one I've acclimated to quite well. I enjoy the virtual meetings, and still speak regularly with my new colleagues.

My colleagues are fantastic and have done a wonderful job in helping me settle in, and my manager especially has done well to keep me busy and utilised without also overloading me with work. I've already been making improvements to various systems that can now be seen in e:Vision, and there's plenty more benefits we're looking to roll out to make the daily work of staff easier.

## Alex Carter



I am 'ull born and raised but living in Manchester currently, although I hope to move in-between Hull and Huddersfield at some point.

5 facts are difficult to come up with aren't they!

- I am a football fanatic, so I have been loving the amount of football on the tele over the lockdown period, and I am very much looking forward to the football chat with my finance colleagues. Much to the disgust of some, I am a Liverpool fan.
- I have a massive guilty pleasure which I am sure many others share, and that is 'Homes under the Hammer' I record it every day!
- I, like Hal, am a big gamer from the Xbox to sudoku and anything in between.
- I have worked at Huddersfield for just coming up to two years, and truthfully thoroughly enjoyed every minute. A little fact I have just worked out is that I have worked within the higher education environment for 9 years which is just about a third of my life.
- I have also found a love for walking over the lockdown period, so if anyone has any recommendations nearby please let me know.

From my photograph above, I can see I might have gone up a few shirt sizes because of lockdown haha!

Home working is great for me, although I do miss seeing colleague in person. Luckily, I am able to do my role with no problems from home; it has become the new normal hasn't it?

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Keep safe and keep well!