

RE-P-2020-03-Annex B

University of the West of England, Bristol

HEIF accountability statement

**Narrative return template for HEIF funding period
2021-22 to 2024-25**

Return date: 21 May 2021

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Question 1 – Strategic objectives

Summarise the institutional strategic objectives that relate to knowledge exchange and guide your plans for HEIF.

We expect institutions' plans for HEIF to be guided by strategic objectives for knowledge exchange. However, there is no requirement for institutions to submit or maintain a standalone knowledge exchange strategy document.

We appreciate that KE objectives may be found in a specific KE strategy document or they may be contained as part of other strategic documents such as teaching, research or overarching institutional strategies.

Whatever form your knowledge exchange objectives are in, please provide a precis of the main objectives here so that we can see the strategic context that guides your plans for HEIF and forms the basis for your monitoring and delivery of intended benefits.

We welcome the inclusion of hyperlinks to published strategies and plans that may be referenced in the summary.

In answer to this question, you are free to use text or tabular format but please ensure that the question response is contained in no more than two pages of A4.

(max 2 pages of A4)

UWE Bristol is a future-focused university, locally embedded with global reach. Our students, relevance and impact are at the heart of everything we do. Our over-riding purpose as stated in our 2030 Strategy is: 'Solving future challenges through outstanding learning, research and a culture of enterprise.'

As our Vice Chancellor, Steve West, says in his introduction to the Strategy: 'We are proud of our leading role in shaping local decisions, improving lives across our communities, boosting the economy and cultural vibrancy of the city-region. Through our education, research and enterprise, we create jobs and opportunities, positively impact areas of local deprivation, transform local services and empower people from all backgrounds to fulfil their potential.'

The [2030 Strategy](#) goes on to state:

...we will power the local economy through our wide-ranging economic impacts, our graduate-talent pipeline and support for innovation and enterprise. We will invest in space and facilities across all our campuses, opening up new opportunities for collaboration and public and community engagement.'

As an ambitious engaged university there is a strong regional focus to much of our KE and engagement - we are a University 'in, of and for the West of England'. Conventionally our 'Place' is defined by the boundaries of the four local authorities of Bristol, Bath and

North East Somerset, South Gloucestershire and North Somerset on the West of England.

We work closely with communities, businesses and organisations across this broadly-defined 'city-region'. Many of our students come from this area and many end-up securing jobs here after graduating. We also have high levels of engagement and collaboration across the wider south-west of England and nationally. Globally as well, we have strong and growing levels of engagement and collaboration with international learning partnerships and through research.

In terms of Knowledge Exchange, Business and Community engagement our goal is to: 'build a new kind of future-facing university, locally embedded with global reach. A university engaged with communities, business, partners and stakeholders across the West of England to shape and drive future prosperity, health and wellbeing, equality and diversity, sustainability and cultural and community development across all parts of the region and to create opportunities for all.' we focus our strategy around seven key themes:

Business Engagement – Working with Businesses, Public Sector and Third Sector

- Work with major employers and business organisations to build prosperity and opportunity through long-term engagement and partnerships.
- Actively support innovative, small and medium enterprises (SMEs) businesses across the region including high-tech, digital, sustainable and creative industries, to promote growth and opportunity.
- Work in partnership with employers and other stakeholders to create learning opportunities, and skills development which meet future needs and challenges in the labour market locally and respond to changing technologies and ways of working.
- As a major enterprise in our own right contribute to the prosperity of the region through our economic impact, employment, local procurement, and as a magnet for students from outside of the region, both national and international.

Collaborative Research with Impact

- Continue to deliver high quality impactful research, working with partners delivering benefit to the economy, society and the environment.
- Develop sustained challenge led engaged research to address societal issues. Focussed around research strengths in; Creative Industries and Technologies, Digital Futures, Health and Wellbeing and Sustainability, and Climate Change Resilience.
- Build on the strength of our international learning partnerships to open up opportunities and to further develop the diversity and global connectedness of the University and the region.
- Collaborate with partners and providers to enhance the health and wellbeing of diverse communities and needs across the region, nationally and internationally.

Innovation, Enterprise and Entrepreneurship

- Grow and develop the University Enterprise Zone (UEZ), providing high quality relevant innovation support and cutting-edge facilities for growing businesses.
- Build on the support for entrepreneurial students through Student Ventures, Enterprise Internships and links with the UEZ.
- Provide Innovation and Enterprise provision with our partners for students, graduates and businesses.

- Engage with partners and providers, charities, businesses, patients and the public, through research, development and enterprise support to identify new solutions and promote innovation, e.g. in healthcare and wellbeing

Skills, CPD, Leadership & Management Development

- Work closely with NHS Trusts, partners and providers to train, develop and provide the skilled and committed professional workforce needed to deliver health and wellbeing now and in response to future needs.
- Ensure opportunities for all to benefit from our programmes, professional development, lifelong-learning and collaborative working, regardless of background or protected characteristics including, race or ethnicity, religion or belief, sex, gender, gender reassignment, age or sexual orientation
- Develop upskilling opportunities for the regions graduates and adult learners particularly around future employment needs, for instance digital skills and skills for green jobs. Work in partnership with regional Further Education Colleges to provide a seamless pathway for learners.

Student KE

- Engage with employers and other organisations to provide opportunities for our own students to engage with the world of work and to provide opportunities for future employment.
- Ensure all students get the opportunity to experience work during their studies, collaborating with regional employers in providing opportunities.
- Provide opportunities for our own students and staff both to contribute to and benefit from the richness of health, cultural and sports activities and organisations across the region.

Regional Growth and Economic Engagement

- Promote strong civic engagement, working in partnership with the four Local Authorities across the city-region, the Combined Authority, the Local Enterprise Partnership, third-sector organisations, local representative bodies, government departments and agencies to enhance prosperity, wellbeing, cultural and community development across the whole of the West of England.
- Work with civic partners to develop ‘joined-up’ leadership and policy formation and implementation, and collaborative approach through which to address key challenges, sharing resources, expertise and influence.
- Actively support the growth of the region’s economy through continued engagement with ERDF & ESF projects, the Community Renewal Fund, and upcoming Shared Prosperity Fund.

Community & Public engagement

- Share our knowledge, resources and skills with the public, and listen to and learn from the expertise and insight of the different communities with which we engage.
- Collaborate with and support communities based on place, communities based on common interest and third sector community organisations to develop social, cultural and economic benefit and opportunity and to promote equality, diversity and inclusivity
- As part of our Civic engagement and leadership, support and enable our students and staff to engage and contribute locally and globally through volunteering, drawing on their skills and experience, roles and membership in partner and stakeholder organisations.

Question 2 – Use of HEIF

How do you intend to use your 2021-22 to 24-25 HEIF allocations?

As detailed in [RE-CL-2020-04](#) and RE-P-2020-03., in order to enable institutions to effectively respond to the Covid-19 pandemic, we will use the 2019-20 HEIF Annual Monitoring Statement submitted in February 2021 to gather information about the use of HEIF during 2020-21,

In this accountability statement return we would like to know about your plans for HEIF for the remainder of the funding period 2021-22 to 2024-25. Please include indication of the planned timescale of the activity e.g. 2021-22 only; ongoing or 2022-23 onwards.

Please use the response layout grid provided overleaf, to provide the following information:

- a) Describe the key activities supported by your HEIF allocation.
- b) Include specific reference to how you expect HEIF to support these activities – i.e. specific expenditures: funded posts, academic staff buy out, internal competitive projects; and the proportion of the activity that is supported by HEIF (e.g. x1 business development post 50% HEIF funded).
- c) How these activities relate to the government priorities and RE-OfS strategic objectives outlined in paragraphs 9 and 10 of RE-P-2020-03. Where student benefits are achieved, please include an indication of the number of students benefiting.
- d) Which strategic KE objective, as outlined in question 1, does each activity relate to.
- e) Indication of the timescale for each activity (e.g. 2021-22 only, ongoing or to be confirmed)

In answer to this question, please use the response grid provided and ensure that the entire question response is contained in no more than six pages of A4 or A3.

Question 2: Use of HEIF

(Max 6 pages of A4 or A3)

<p>Planned areas of HEIF supported KE activity</p> <p>Please provide an overview of planned KE activities or projects that will be supported by your 2021-22 and onwards HEIF allocations.</p>	<p>HEIF support</p> <p>How HEIF will be used to support the project?</p>	<p>HEIF priorities</p> <p>How does this relate to govt priorities and RE-OfS strategic objectives? (Including note of scale where student benefits are achieved.)</p>	<p>Strategic objectives</p> <p>Which institutional strategic KE objective does this relate to?</p>	<p>Indication of timescales</p>
<p>Development of programmes for strategic engagement for academics in developing partnerships, enabling collaborative R&D, contract R&D, consultancy, and innovation.</p>	<p>Direct KE staff:</p> <ul style="list-style-type: none"> - Head of Business Innovation and Skills - Business Development Manager 	<p>Relates to R&D Roadmap through driving up innovation and productivity in the regions SME's, whilst supporting the Place based government focus.</p>	<p>1-Business Engagement – Working with Public and Private Sector Businesses</p>	<p>2021 onwards</p>
<p>Management and development of Knowledge Transfer Partnerships. Partner and academic support, funder management and project delivery</p>	<p>Direct KE staff:</p> <ul style="list-style-type: none"> - KTP Manager <p>Academic KE staff:</p> <ul style="list-style-type: none"> - Academic workload bundle allocation 	<p>Providing stimulation for an increase in private sector research investment as referred to in the R&D Roadmap. Driving economic growth aligned to UKRI and BEIS ambitions.</p>	<p>1-Business Engagement – Working with Public and Private Sector Businesses 2-Collaborative Research with Impact</p>	<p>2021 onwards</p>
<p>Collaborative support for bid writing and development working with external organisations to UWE and UWE academics in building KE projects into successful bid opportunities. All sectors.</p>	<p>Direct KE staff:</p> <ul style="list-style-type: none"> - Bid Developers <p>Academic KE staff:</p> <ul style="list-style-type: none"> - Academic workload bundle allocation 	<p>Supporting the drive for a healthy R&D system across the UK research ecosystems.</p>	<p>2-Collaborative Research with Impact</p>	<p>2021 – onwards.</p>
<p>Scheme for student enterprise internships. Opportunities for students to work on an</p>	<p>Direct funding</p>	<p>Relating to OfS/RE student KE objectives. 100+ students per year</p>	<p>5-Student KE</p>	<p>On going rolling year on year.</p>

enterprising idea with the potential for creating a business.		will benefit from this scheme.		
Summer Scholarship Scheme for students. Opportunities for students to work on an enterprise project within a business.	Direct funding	Relating to OfS/RE student KE objectives. 30 students per year will benefit from this scheme.	5-Student KE	On going rolling year on year.
Enterprise Studio's and The Foundry. Providing consultancy opportunities with businesses for students guided and directed by academic experts.	Academic KE staff: Academic workload bundle allocation	Relating to OfS/RE student KE objectives. 30 students per year will benefit from this scheme.	5-Student KE 1-Business Engagement – Working with Public and Private Sector Businesses	On going rolling year on year.
KE Associates embedded within academic departments. Working with businesses and lectures to provide opportunities for research and student engagement	Academic KE staff: Academic workload bundle allocation	Responding to Ideas focus from IS and driving collaborations. OfS/RE student KE engagement – live project briefs from organisations circa 6000 students.	5-Student KE 1-Business Engagement – Working with Public and Private Sector Businesses	On going.
Internship Scheme and small consultancy projects within the University Enterprise Zone. Funded internships for students to work within the businesses located in the UEZ. Small consultancy projects with students and academic supervision with the UEZ businesses.	Direct funding	OfS/RE student KE objective supporting ~15 students per year. Inspiring and enabling talented teams as part of the R&D Roadmap People Strand.	1-Business Engagement – Working with Public and Private Sector Businesses 5-Student KE	On going.

Entrepreneur in Residence. A HEIF funded role to support entrepreneurial graduates based in the UEZ.	Direct KE staff: - Entrepreneur in Residence	Support for entrepreneurs and start ups that are active in R&D, enabling scaling and economic benefit.	3-Innovation, Enterprise and Entrepreneurship	On going.
Support for the Bristol Cultural Development Partnership and Bristol Ideas, including the Festival of the Future City. Engaging with public, community and professional groups and audiences through high-profile events, festivals and cultural projects.	Direct funding and volunteering/UWE CSR.	Role of UWE's Place based civic engagement responsibilities, aligned to the Place Based Strategy emerging from the R&D Roadmap.	7-Community & Public engagement	2022 – on going
Hosting of the Virtual Reality Lab, which provides industry led teaching and enterprise support for the region and for master's students in AR/VR/XR.	Direct funding	Place based support for the regions SME's and businesses aligning with the IS Place theme and the Place Strategy within the R&D Roadmap.	3-Innovation, Enterprise and Entrepreneurship 6-Regional growth and economic development 4-Skills, CPD, Leadership & Management Development	On going.
Investor readiness programme. A regional initiative led by TechSpark which links start up businesses and potential investors. Hosting quarterly pitch events for UEZ businesses including graduate start-ups.	Direct funding	Start up support relating to the desire to drive up innovation in the R&D Roadmap.	3-Innovation, Enterprise and Entrepreneurship 6-Regional growth and economic development	2021 - 2023
Direct support for the development of research with impact. Working closely with academics and their external collaborators to realise the	Direct KE staff: - Research Excellence Manager	Raising research ambitions and securing economic & social impact and benefit from	2-Collaborative Research with Impact	2021 – on going.

full impact of their research on communities and the economy.		world class research – R&D Roadmap.		
Intellectual Property advice and guidance for UWE innovations and inventions. Support for commercialisation and exploitation of UWE IP.	Direct KE staff: - IP and Tech Transfer Manager	Raising research ambitions and securing economic & social impact and benefit from world class research – R&D Roadmap.	2-Collaborative Research with Impact	2021 – on going.
Business Networks and events consisting of SME's and large companies with the purpose of providing clear and targeted support for enabling their growth, innovation and research activity. Linking the businesses into students, academic expertise and UWE facilities.	Direct KE staff: - Marketing (to external organisations) Academic KE staff: - Faculty Business Relationship Manager	Relating to ensuring a healthy R&D ecosystem and an engaged university.	1-Business Engagement – Working with Public and Private Sector Businesses	On going.
Data driven programme underpinned by Beauhurst information. This enables direct opportunities to be delivered to our partners in targeted communications.	Direct funding	Supports the agenda from the R&D Roadmap of driving up innovation and productivity.	1-Business Engagement – Working with Public and Private Sector Businesses	On going.
Professional Development CPD for Public Sector bodies, including Health Trusts and Organisations, Police and Fires Services etc. Development of the CPD offer aligned to needs and management of the delivery.	Direct KE staff: Professional Development Team (Health & Applied Sciences focussed)	Supporting the economic development of the region through Skills and lifelong learning – responding to the DfE Skills White Paper.	4-Skills, CPD, Leadership & Management Development 1-Business Engagement – Working with Public and Private Sector Businesses	On going.
Bespoke Professional development Programmes – working with the regions businesses (large and SME's) in designing,	Direct KE staff: - Professional Development Team	Supporting the economic development of the region through	4-Skills, CPD, Leadership &	On going

delivering and managing educational based KE in the form of workshops, modules and accredited courses.	(Business/Law; Environment and Technology focussed) Academic KE staff: - Academic workload bundle allocation	upskilling, business relevance, and lifelong learning – responding to the DfE Skills White Paper and R&D Roadmap.	Management Development 1-Business Engagement – Working with Public and Private Sector Businesses	
Collaboration development in responding to tender evaluation, CPD and Skills opportunities. Working with regional public and private sector organisations in partnership with UWE academic experts.	Direct KE staff: - Tender Bid Developer	Driving up innovation and productivity whilst upskilling and developing knowledge to improve the 'Place' ecosystem – R&D Roadmap.	4-Skills, CPD, Leadership & Management Development 1-Business Engagement – Working with Public and Private Sector Businesses	On going
Business and public sector Partnership and collaboration development. Focussed on challenge-based issues with strategic opportunities for bidding to work on solving the 'wicked' problems.	Direct KE staff: - Strategic Faculty Leads	Developing and strengthening collaborations between applied research, innovation and impact relating to ensuring healthy R&D system.	1-Business Engagement – Working with Public and Private Sector Businesses 2-Collaborative Research with Impact	On going
Programmes of support for SME's to develop their capability to engage with Research & Innovation. Economic Regeneration Development Funds.	Direct KE staff: - Regional Business Development Lead - Business Projects Team Manager	Driving economic growth through support for regional innovative business – increasing R&D investment & support business talent – R&D Roadmap.	6-Regional growth and economic development 1-Business Engagement – Working with Public and Private Sector Businesses	2021 - 2023

<p>Programmes of support for growing innovative SME's. Partnership delivery with private sector large organisations in providing support for innovative ambitious SME's in overcoming their barriers for growth. Economic Regeneration Development Funds.</p>	<p>Direct KE staff:</p> <ul style="list-style-type: none"> - Regional Business Development Lead - Business Projects Team Manager 	<p>Driving economic growth through support for regional innovative business – increasing R&D investment & support business talent – R&D Roadmap.</p>	<p>6-Regional growth and economic development</p> <p>1-Business Engagement – Working with Public and Private Sector Businesses</p>	<p>2021 - 2023</p>
<p>Connecting activity to ensure UEZ resident companies have access to UWE's expertise, students and facilities in order to build relationship and collaborations but also to support the growth of these innovative businesses.</p>	<p>Direct KE staff:</p> <ul style="list-style-type: none"> - Business Incubator Lead - Head of Business Innovation and Skills 	<p>Support for entrepreneurial start ups and enabling scaling business to grow – R&D Roadmap.</p>	<p>3-Innovation, Enterprise and Entrepreneurship</p> <p>6-Regional growth and economic development</p>	<p>On going</p>
<p>Festival of Nature support - city wide festival celebrating science and nature. Research showcase with the public and communities demonstrating impact from research in science and nature. The UWE research is communicated through Student Ambassadors who engage directly with the public to bring to life the research.</p>	<p>Direct KE Staff:</p> <ul style="list-style-type: none"> - University Impact Champion <p>Academic KE staff:</p> <ul style="list-style-type: none"> - Academic workload bundle allocation <p>Direct Funding:</p> <ul style="list-style-type: none"> - Students 	<p>Civic university place-based activity. Supporting Place agenda and OfS KE students involved roughly 20.</p>	<p>5-Student KE</p> <p>7-Community & Public engagement</p>	<p>2022 annually.</p>
<p>Bristol One-city Office and One-city Plan: brings together a wide range of public, private, and third sector partners within Bristol. They share an aim to make Bristol a fair, healthy and sustainable city. The Office provides a convening space for everyone who wants to be involved in the One City Approach.</p>	<p>Direct Funding:</p> <ul style="list-style-type: none"> - Financial contribution to One-city Office 	<p>Support for civic partnership and collaboration around policy and strategic goal setting for the local area</p>	<p>6-Regional growth and economic development</p> <p>7-Community & Public engagement</p>	<p>2021/22 ongoing</p>

Question 3 – Monitoring success

How do you manage your HEIF funding and monitor the success of your activities against the strategic objectives set out in question 1, and in line with delivering Government priorities?

Describe the policies, procedures and approach you have in place in the context of your strategic objectives to:

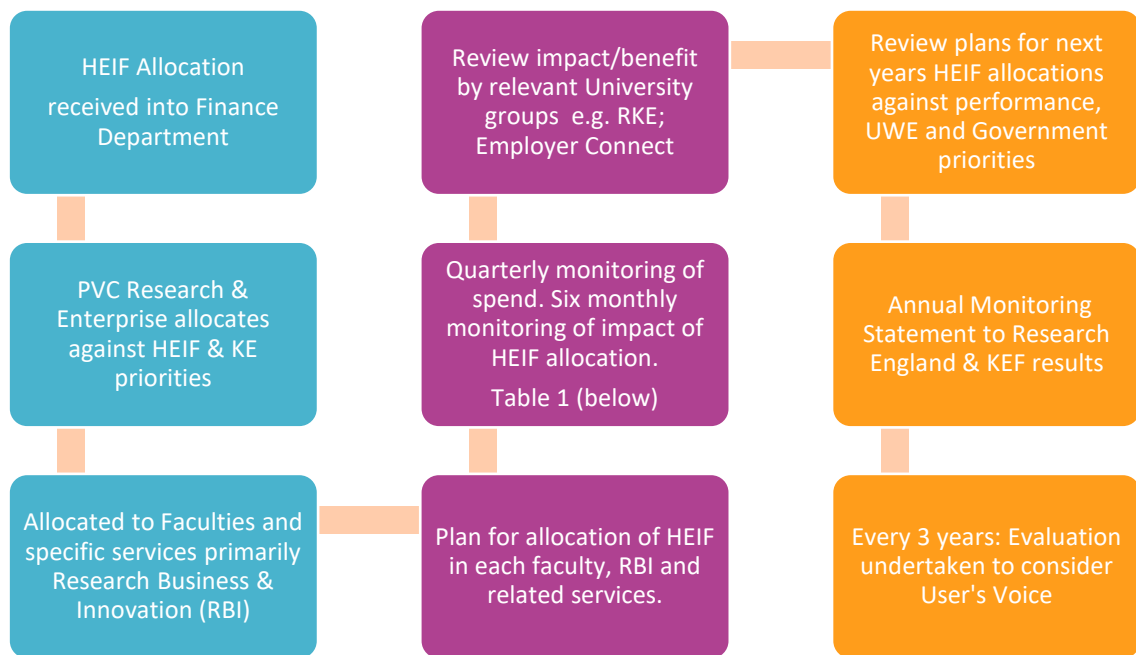
- i. manage your HEIF spending
- ii. measure progress
- iii. evaluate outcomes and
- iv. identify lessons learned.

In answer to this question, you are free to use text or tabular format but please ensure that the entire question response is contained in no more than four pages of A4.

UWE Bristol has robust financial governance, policies and management, led by the Chief Financial Officer and controlled through the University's central Finance Department. The HEIF allocation is received by the Finance Department and managed by the Pro Vice Chancellor for Research and Enterprise.

The flowchart below outlines the process that the university undertakes in managing the HEIF allocation, the main departments that receive HEIF and the overview of how the HEIF allocation is assessed.

Flowchart 1: Allocation, monitoring and reporting of HEIF spend at UWE Bristol



Managing HEIF Spend

The HEIF spend is centrally allocated and locally managed at UWE. Each faculty and service in receipt of HEIF is required to complete a plan as to how they will spend the funds. These are collated by RBI in the form below and reviewed with the PVC Research and Enterprise to ensure the planned activity aligns with the UWE Research Strategy, Community & Business Engagement Strategy, HEIF & KE plans. Spend against budget is monitored by Finance on a quarterly basis in collaboration with the PVC Research and Enterprise.

Table 1: Annual monitoring of faculty HEIF spend

Annex A: Faculty HEIF Plan: spend and expected impact

Please complete this table demonstrating how HEIF has been/allocated within your faculty – all activities must involve a) working with and/or benefiting an external partner and b) relate to KE rather than research. Actual spend at faculty level will need to be returned towards the end of the financial year, to be incorporated into our institutional Annual Monitoring Statement

The categories under which UWE reports HEIF activity and income are listed below (Annex B).

HEIF KE Functions	HEIF activity	HEIF spend allocation £	Expected impact social	Expected impact economic £	Timeline for benefit to stakeholder
Facilitating the research exploitation process (non-TT)					
Skills and human capital development					
Knowledge networks/diffusion					
Entrepreneurship and enterprise education					
Commercialisation (TT)					
Exploiting the physical assets of the HEI					
Supporting the public/community engagement					

Measuring progress

There are a number of methods that UWE undertake to review progress and impact of HEIF spend and KE activity. Knowledge exchange metrics has been defined historically in terms of the Higher Education and Business Innovation Survey (HEBCIS) metrics. Research England has developed a set of Knowledge Exchange Framework (KEF) metrics, these are largely drawn from the HEBCIS metrics, UWE will adopt the KEF metrics as a core set of performance measures for HEIF.

In addition to the KEF data progress against HEIF spend will be measured set out below:

- Faculties are required to update table 1 (above) with actual impact achieved against the reported planned activity – at the half yearly point and towards the end of the financial and academic year.
- HEBCIS data collection in the Autumn each year is assessed against HEIF priorities per faculty and KEF perspectives across the whole institution. A review of the HEBCIS data, identifying direct and indirect impact from the faculty HEIF plans, ensuring that we are seeing the impact of the spend where faculties are intending it to be.
- HEIF-funded and KE activity is reported on a quarterly basis to the University Research and Knowledge Exchange Committee (RKE), chaired by the PVC Research and Enterprise.
- Faculty Research and Knowledge Exchange Committees are held monthly, chaired by the Associate Dean for RKE for the faculty. These review collaborative

R&D and KE across each faculty making real time decisions for any change of emphasis or HEIF allocation during the year.

- HEIF funded roles within the central services, for example, the Business Development roles within RBI, are reviewed on performance on their engagement with businesses, public sector and third sector organisations – and how many of these turn into meaningful engagements with the University – ranging from student KE to collaborative research.
- Our wider approach in terms of HEIF strategic objectives will also be measured against the objectives of the University's Access and Participation Plan, Widening Participation targets and the Equalities, Diversity and Inclusion Strategy.

Evaluate outcomes

The HEIF Annual Monitoring Statement is used to summarise and reflect on the outcomes achieved against UWE's HEIF and KE strategy and plans.

- HEBCIS data is reviewed by the Research Strategy Implementation Group (RSIG), chaired by the PVC Research and Enterprise to evaluate if the financial and social outcomes of HEIF are being realised and by the University RKE Committee.
- Case studies and short videos are made collaboratively with external partners which helps evaluate what is working well in our KE engagement with our stakeholders.
- A 'User Voice Survey' is being planned, this will build on the Summative Assessments received at the completion of ERDF programmes and will survey end beneficiaries of HEIF, including public and third sector organisations, businesses and learners to understand impact; identify areas for improvement and successes.

Identify lessons learned

Led by the PVC Research and Enterprise annual reviews of the activity within each faculty funded through HEIF along with an assessment of the impact is carried out. This feeds into the next years allocation of HEIF and any lessons learned, eg where initiatives have been particularly successful and impactful, are implemented across all faculties. This occurred in the case of the Enterprise Student Internships.

To ensure the external user voice is contributing to and co-creating future KE plans an Employer Connect Group has been established within UWE. This group consists of cross faculty and professional service colleagues all active in leading on engagement outside of the university. An 'Employer Wheel' is being developed which will establish a shared vision and expectation of how we will engage with employers and how employers

will expect to engage with the university. This will be tested on employers the university works with.

We will engage with and listen to communities, businesses, partners and organisation across all parts of the region to ensure that our external engagement and collaboration is aligned with their needs and aspirations.

We are committed to further developing our approach to managing, supporting and delivering engagement and collaboration as a key focus for our Transforming Futures 2030 Strategy.