

**Minutes of the meeting of the Board of Governors
held at 4.00 pm on Thursday, 16 March 2017
Boardroom - Technopark, SE1 6LN**

Present

Jerry Cope (Chair)
Andrew Owen (Vice-Chair)
David Phoenix
Temi Ahmadu
Steve Balmont
Shachi Blakemore
Michael Cutbill
Douglas Denham St Pinnock
Neil Gorman
Carol Hui
Hilary McCallion
Kevin McGrath
Mee Ling Ng
Tony Roberts
Calvin Usuanlele

Apologies

Jenny Owen
Richard Flatman

In attendance

Pat Bailey
Markos Koumaditis (for minute 10)
Ralph Sanders
James Stevenson
Megan Evans

1. Welcome and apologies

The Chair welcomed members to the meeting. The Chair welcomed Ralph Sanders, Director of Planning, Information and Reporting, in the absence of the Chief Financial Officer.

Prior to the meeting, the Board had noted an informative presentation on South Bank Academies and its two schools.

The above apologies were noted.

2. **Declarations of Interest**

Shachi Blakemore declared an interest in item 9 as Lambeth College is a client of her firm. It was agreed that she did not need to leave the meeting for that item, which was to update the Board.

3. **Minutes of previous meeting**

The Board approved the minutes of the meeting of 24 November 2016 and their publication as redacted.

4. **Matters arising**

There were no matters arising.

5. **Board positions**

The Board approved the following:

- (i) With Andrew Owen due to retire on 31 July 2017, Douglas Denham St Pinnock as Vice-Chair of the Board and Pro Chancellor from 1 August 2017.
- (ii) Hilary McCallion as the Chair of Finance, Planning and Resources committee, effective from 1 August 2017.
- (iii) Michael Cutbill as a director of South Bank University Enterprise Limited (SBUEL), effective immediately. Hilary McCallion will cease to be a director of SBUEL on becoming Chair of Finance, Planning and Resources committee.

In light of these changes, the Chair would be considering committee membership.

6. **Governor pairing update**

The Board noted an update on governor pairing following a survey. The pairing scheme would continue with the seven LSBU schools and additional professional service areas.

7. **Vice Chancellor's report**

The Board discussed in detail the Vice Chancellor's report, which reviewed progress against the three outcomes in the corporate strategy: student success; real world impact; and access to opportunity.

The Board noted the annual HFECE grant letter was awaited.

The Deputy Vice Chancellor reported on a proposed restructure in the School of Business, which was subject to consultation with staff.

The Board noted that recruitment remained a key challenge. Applications for full time undergraduate courses were 17% down compared to the previous year. The Board received assurances that senior management were prioritising efforts to drive recruitment and conversion.

In international recruitment, January starts had increased by 11%, compared to the previous year. The impact of the UKVI's student number control was noted.

The Board noted an increase in withdrawals and interruptions, which was due to earlier interventions with students who were not engaging with their programmes.

8. Chief Financial Officer's report

The Director of Planning, Information and Reporting presented Chief Financial Officer's report. The Board noted the revision of the recruitment target from 2750 to 2500 Home/EU FTUGs in the report.

There was a detailed discussion on staffing forecast which could result in further potential cost savings.

The Board noted that Finance, Planning and Resources Committee had discussed LPFA pension contribution for the next three years. It was noted that Lambeth College joining the LSBU family could be a material change, triggering further revisions.

9. Update on Project Larch

The Vice-Chancellor gave an update on negotiations with Lambeth College. Further discussion on models for the LSBU family would take place at the April Board Strategy Day.

A Full Business case and due diligence report would be considered by the Major Projects and Investment Committee on 4 May 2017 prior to recommending LSBU take control of Lambeth College. The Board noted a letter dated 14 February 2017 from the Education Funding Agency in relation to the designation of FE institutions to facilitate HE/FE mergers.

The Board received assurance that PwC were providing independent assurance on the Full Business Case and due diligence for the project and this information would be available prior to any decision being made.

The Chair invited all governors to the meeting of the Major Projects and Investment Committee on 4 May 2017.

{Secretary's note: the full business case would be discussed at a special meeting of the Major Projects and Investment Committee on 13 June 2017. All governors were invited to the 13 June 2017 meeting}

The Board approved the establishment of a wholly-owned shell company, intended for later designation by the EFA.

10. Health and safety mid year update

Markos Koumaditis joined the meeting

The Board noted the Health and Safety update, including the results and actions of the employee stress survey.

The Board requested a differentiation between LSBU's Prevent strategy and general safeguarding activities in future reports.

The Board noted a range of wellbeing activities that had taken place, including the launch of the Dignity at Work adviser scheme and some of the planned future activities such as the Wellbeing conference.

The Board discussed whether there were any specific programmes to tackle the sexual harassment of students. It was noted that LSBU and the students' union were implementing recent guidance from Universities UK.

Markos Koumaditis left the meeting.

11. Reports on decisions of committees

The Board noted the reports on decisions of committees. It was noted that the Major Projects and Investment Committee, at its meeting of 2 March 2017, had discussed a potential legal charge on the Passmore Centre, the details of which were being negotiated. Board approval would be sought in due course.

12. Target for revised KPI11

The Board noted the change to KPI 11, in relation to student recruitment.

13. Corporate risk register

The Board noted the corporate risk register.

14. Members' resolution to appoint external auditors

The Board approved the Audit Committee's recommendation to appoint KPMG LLP as LSBU's external auditors and a written resolution of LSBU was signed at the meeting, a copy of which is attached to the minutes.

15. Any other business

There was no other business.

Date of next meeting
4.00 pm, on Wednesday, 26 April 2017

Confirmed as a true record

..... (Chair)