

Minutes of a Meeting of the Board of Governors
held at 4pm on Wednesday, 21 October 2015
in room 1B27, Technopark, London Road, London SE1

Present

Jerry Cope	Chair
Andrew Owen	Vice Chair
Prof David Phoenix	Vice Chancellor and Chief Executive
Steve Balmont	
Douglas Denham St Pinnock	
Neil Gorman	
Carol Hui	
Hilary McCallion	
Kevin McGrath	
Mee Ling Ng	
Abdi Osman	SU President
Jenny Owen	<i>(from minute 10)</i>
Tony Roberts	
Andrea Smith	Chair of Student Council
James Smith	

Apologies

Shachi Blakemore

In attendance

Prof Pat Bailey	Deputy Vice Chancellor
Mandy Eddolls	Executive Director of Organisational Development and HR <i>(for minute 22)</i>
Richard Flatman	Chief Financial Officer
Ian Mehrtens	Chief Operating Officer <i>(for minutes 17-19)</i>
James Stevenson	University Secretary and Clerk to the Board of Governors
Michael Broadway	Governance Manager

Welcome

1. The Chair welcomed Jenny Owen, Tony Roberts (as staff governors subject to appointment by the Board – minute 3 below refers) and Andrea Smith (as a student governor) to their first Board meeting. Apologies had been received from Shachi Blakemore.

2. The Chair reported that student graduation ceremonies had taken place over the past three weeks. The Board offered its congratulations to graduating students and thanked the organisers for a series of excellent events.

Appointment of Staff Governors

3. The Board approved the recommendation from the Academic Board to appoint Jenny Owen and Tony Roberts as Staff Governors with immediate effect for a term of three academic years.

Declaration of Interests

4. No interests were declared in relation to any item on the agenda.

Minutes of the previous meeting

5. The Board approved the minutes of the meeting of 9 July 2015 (paper **BG.36(15)**) and their publication with the proposed redactions.

Matters Arising

6. The Board noted that an update on further education had been provided in the Vice Chancellor's report (paper BG.37(15)). An update on the purchase of Hugh Astor Court would be provided later in the meeting by the Chief Operating Officer.

Vice Chancellor's Report

7. The Board discussed the Vice Chancellor's report (paper **BG.37(15)**), which reviewed progress against the three outcomes in the corporate strategy: student success; real world impact; and access to opportunity.
8. The Board noted student recruitment for 2015/16. The Executive expected to be around 100 full time undergraduate students down on target at the end of enrolment. Final figures would be available from the end of October 2015. This was partially balanced by postgraduate and part time recruitment holding up well. The Executive was reviewing LSBU's marketing strategy.
9. Recruitment of international students had also been challenging.

Jenny Owen joined the meeting

10. The Board discussed access routes to the University. The Executive is developing plans for an Institute for Professional and Technical Education and an Extramural department. A business case would be brought to a future Board meeting for approval.
11. The Board noted the overall good results of the National Student Survey results but there were still areas of weakness. The Board requested a presentation for its Board meeting on 26 November 2015 to address those areas of potential improvement.
Secretary's note: this presentation has been superseded by the publication of the green paper and will come to a future meeting.
12. The Board noted the key performance indicators.

Chief Financial Officer's Report

13. The Board discussed in detail the Chief Financial Officer's report (paper **BG.38(15)**). With the external audit substantially complete, the expected outturn for the 2014/15 financial year was a surplus of £1.2m against a budget target of £1m.
14. The principal risks to the 2015/16 budget were noted. The Board noted that the impact of the shortfall in recruitment was expected to be a loss of £1m - 1.5m in income to be reduced income of up to £1.5m on Home/EU plus up to £1.5m on International although this could partly be offset by reductions in staff costs. The Executive would review the budget in year, when recruitment numbers were confirmed in the HESES return.

Risk – annual detailed review

15. The Board discussed in detail the corporate risk register (paper **BG.39(15)**). The Board noted that the risk register is reviewed by the Audit Committee at each meeting.
16. The Board noted the risk and actions on student recruitment. The Executive would review the impact of the impending Higher Education Green Paper on the University. The Board requested that the medium term effects of recruitment and the implications of the Green Paper are discussed at the Board strategy day of 21 April 2016.
17. The Board welcomed the report on risk and noted that it was also discussed at the Operations Group meeting, by senior managers from all areas of LSBU.

Hugh Astor Court update

Ian Mehrtens entered the meeting

18. The Board noted an update on the purchase of Hugh Astor Court (minute 5 of 9 July 2015 and minutes 22-25 of 12 February 2015 refer). Contracts for the purchase had not yet been exchanged due to Peabody needing time to relocate all tenants. Completion was expected between April and July 2016. If appropriate, and completion continued to be delayed, this would be escalated.

Security Services contract

19. The Board noted the proposal to award a new three-year contract to Vision Security Group (VSG) following a compliant tender process under the LUPC Framework for Cleaning and Security (paper **BG.40(15)**). The total cost of the three year contract would be £5.22m with the option to extend by a further 2 x 1 year periods. The London Living Wage would be paid to VSG's staff.
20. The Board approved the award of the contract.

Ian Mehrtens left the meeting

Report on decisions of committees

21. The Board noted the report on decisions of committees (paper **BG.41(15)**).

Health and safety future reporting

Mandy Eddolls joined the meeting

22. The Board noted the proposed reporting of health and safety to the Board (paper **BG.42(15)**). The Board welcomed the report on contractor management and emphasised LSBU's moral duty as well as LSBU's legal duty for the health and safety of contractors.

Mandy Eddolls left the meeting

Board strategy day report

23. The Board noted the report from the Board strategy day and the joint session with the Academic Board of 1 October 2015 (paper **BG.43(15)**).

Annual declarations of interest

24. The Board authorised the declared interests of its members (paper **BG.44(15)**), under section 175 of the Companies Act 2006.

Date of next meeting

25. The next Board meeting will be at 4pm on 26 November 2015 preceded by a presentation on the National Student Survey results for 2015.

The Chair closed the meeting.

Confirmed as a true record:

..... (Chair)