

**Minutes of the meeting of the Board of Governors  
held on Friday 9 February 2024, 4:00 PM — 5:00 PM GMT  
MS Teams**

**Present**

Andreas Raffel (Chair)  
Duncan Brown  
Shona Brown  
Danny Clegg  
John Cole  
Ruth Farwell  
Abdirahim Ibrahim  
Mark Lemmon  
Hitesh Tailor

**Apologies**

Helen Coleman  
Peter Fidler  
Tim Fransen  
Devonte James  
Ola Obadara  
Jeremy Parr  
David Phoenix  
Vinay Tanna

**In attendance**

Michael Broadway  
Simon Cruickshank  
Nicole Louis  
Rychard Scrase-Field

1. **Welcome and apologies**

The Chair welcomed members to the meeting. The above apologies were noted.

The Secretary confirmed that the meeting was quorate.

2. **Declarations of interest**

No member declared an interest in the agenda item.

3. **Integrated facilities management contract proposal - with Rychard Scrase-Field**

The Board noted an update on the integrated facilities management (IFM) proposal. Approval had been granted in 2023 for the procurement of a single

supplier to deliver IFM services for the LSBU group operational estate for a period of five years.

Following a thorough tender process, the Executive recommended the award of contract to Mitie to supply IFM services to the Group.

The Board noted that the Finance and Investment Committee had reviewed the recommendation in detail. The Board noted that the Committee was supportive of the recommendation.

The Board noted that management are working with staff to minimise the impact of their proposed transfer to Mitie.

The Board noted that there is an appropriate internal management structure to oversee Mitie's performance against the contract. There would be a 24/7 helpdesk.

The Board noted that references had been taken from other universities and further education colleges on Mitie's performance as part of the tender process.

[REDACTED]

The Board noted that the SBC Board had approved the award of the contract to Mitie for the SBC aspects of the contract.

The Board noted that the contract may be extended to include SBA in the future.

The Board requested that the internal auditors review performance after a suitable period of time.

The Board approved the award of the contract to Mitie.

**Date of next meeting**

3.30pm on Thursday, 21 March 2024

**Confirmed as a true record**

..... (Chair)

