

**Minutes of the meeting of the SOUTH BANK COLLEGES Board  
held on Friday 9 February 2024, 2:00 PM — 3:00 PM GMT  
Microsoft Teams**

**Present**

Ruth Farwell (Chair)  
Steve Balmont  
Sue Dare  
Mee Ling Ng  
Andrew Owen

**Apologies**

Nigel Duckers  
Jacqui Dyer  
Thesia Kouloungou  
Mario Meizah  
David Phoenix  
Ian Rule

**In attendance**

Michael Broadway  
Simon Cruickshank  
Rychard Scrase-Field  
Nicole Louis  
Fiona Morey

**1. Welcome and apologies**

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

**2. Declarations of Interest**

No member declared an interest in any item on the agenda.

**3. IFM Procurement Tender Evaluation Report**

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 Project Working Group had reviewed the recommendation in detail, in particular the proposed arrangements for

safeguarding and security. The Board noted that the Project Working Group was supportive of the recommendation.

The Board noted that SBC had been a key part of the process, and that SBC had the ability to withdraw from parts of the contract if needed.

The Board noted the importance of monitoring performance of the contract, in particular the 'social value' aspects. The Board requested an update at a future meeting on the means by which contract performance would be reported to the Board.

The Board noted that Mitie's cleaning costs were much lower than other bidders and received assurance that the lower cost was due to their methodology and innovative methods.

The Board discussed any potential redundancies and noted that this would be reviewed as part of the transition exercise. The Board emphasised the importance of retaining site specific skills and knowledge. The Board noted that the directors of SW4 Catering Ltd are committed to supporting its staff.

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

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

*Simon Cruickshank, Rychard Scrase-Field and Nicole Louise left the meeting*

4. **AOB**

The Board noted an update on the recent Ofsted inspection of the nursery. The Board was pleased to hear that the provisional grading was 'outstanding'. The final report was expected by the end of February 2024.

The Board requested regular updates on the nursery, possibly as part of future Board development sessions.

**Date of next meeting**  
4pm on Thursday, 29 February 2024

**Confirmed as a true record**

..... (Chair)