

**Minutes of the meeting of the South Bank Engineering UTC Local Governing
Body
held at 4.00 pm on Wednesday, 28 September 2016
South Bank Engineering UTC, 56 Brixton Hill SW2 1QS**

Present

Rao Bhamidimarri (Chair)
Ian Brixey
Dan Cundy
Natalie Ferer
Richard Parrish
Ruth Smith
Joanne Young

Apologies

Karen Adewoyin
Lynn Grimes
Tony Roberts

In attendance

Dan Smith
Michael Broadway
Pervena Singh (Clerk)

1. Welcome and apologies

The Chair opened the meeting and welcomed the governors to the first meeting of the LGB. The above apologies for absence were noted.

The Chair explained the purpose and background for the LGB, and provided an outline of the development of the school's immediate and long term future.

Governors had received an informative tour of the school ahead of the meeting.

[Ruth Smith joined the meeting]

2. Declarations of Interest

The LGB approved the declarations of interest. No declarations of interest were made on any item on the agenda by the governors.

3. Principal's Report

The LGB discussed the Principal's report in detail, which covered the opening of the school, quality of teaching, learning and assessment, personal development, behaviour and welfare, outcomes for children and learners and effectiveness of leadership and management. The LGB noted the operational nature of the first report and requested that future reports have more data and analysis. The Principal would consider how best to provide up to date information to governors.

It was reported that the school had opened with 96 pupils. The school would be housed in temporary accommodation for one year. The LGB noted the challenges of the temporary accommodation. The Principal reported that a physical whole school assembly has not been possible due to the capacity of the temporary building. Weekly virtual assemblies were delivered by the Principal instead and were working well.

The LGB welcomed the 'South Bank Twelve' principles and effort to ensure consistently high quality lessons. The LGB discussed the curriculum and noted the importance given to English across the curriculum. A presentation on outcomes would be given to the next meeting.

The governors noted the progress for 2017 recruitment, and the development of face to face sessions, open events, social media presence and a TV advert due to be aired imminently. The UTC would manage its own admissions.

4. Budget overview 2016-17

The LGB noted the UTC budget overview for 2016-2017 which had been approved by the Board of Trustees at its meeting of 12 July 2016. The budget was based on a 140 student count. Currently 96 pupils were on roll and the final figure would be confirmed in October 2016. An update on the budget would be provided to the next meeting, including any claw back. The LGB noted that the lower than forecasted figures are due to maintaining high entry requirements.

5. Policies - overview of policy portfolio

The LGB noted the list of school policies, which had been approved by the Project Steering group prior to opening. The LGB noted that there were a number of statutory policies which are available on the website. The LGB noted the approved policies will be regularly reviewed by the senior leadership team, South Bank Academies Board. The LGB requested to have sight of all policies.

The LGB requested a brief policy on expectations for engagement of employees with students.

6. South Bank Academies governance

The LGB noted the South Bank Academies governance structure. The LGB requested information of the directors and a structure chart of the subcommittees is circulated for information.

The LGB noted that the school was part of South Bank Academies, a multi academy trust. The LGB noted its responsibilities as delegated by the Board of Trustees in the Scheme of Delegation. A governors' Code of Conduct would be developed by the Clerk.

7. Committee membership and terms of reference

The LGB approved the proposed terms of reference of its two subcommittees, Finance and General Purposes, and Learning and Teaching. It was agreed that Ian Brixey would Chair the Learning and Teaching and Natalie Ferer would Chair the Finance and General Purposes. The Chair would agree committee membership in consultation with the Chairs of the committees. Ruth Smith had agreed to be the safeguarding link governor. Other link governors as identified in the Scheme of Delegation would be reviewed.

The LGB noted the proposed timetable of meetings. The Clerk would circulate a final version to governors. The Chair emphasised the need for governors to visit the school once a term. The Clerk was developing a set of expectations for governors' visits. A role description for governors and link governors is being developed by the Clerk. Training courses for governors delivered by London Borough of Lambeth would be circulated by the Clerk.

8. Any other business

The LGB noted that regular updates on the progress of the building work would be given to the Board of Trustees and the LGB.

**Date of next meeting
4.00 pm, on Wednesday, 30 November 2016**

Confirmed as a true record

..... (Chair)