

**Minutes of the meeting of the South Bank Engineering UTC Local Governing
Body
held at 4.00 pm on Wednesday, 6 December 2017
South Bank Engineering UTC - South Bank Engineering UTC, 56 Brixton Hill
SW2 1QS**

Present

Ian Brixey (Chair)
Rao Bhamidimarri
Ed Arthur
Dan Cundy
Natalie Ferer
Tony Roberts
Joanne Young

Apologies

Sarah Gordon
Richard Parrish
Joanne Shand
Ruth Smith

In attendance

Claire Viner
Alexander Enibe
Beau Fadahunsi (prospective parent governor)

1. Welcome and apologies

In the absence of the chair, Ian Brixey agreed to chair the meeting.

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

Beau Fadahunsi (prospective parent governor), who attended the meeting as an observer, was introduced to the LGB.

2. Declarations of interest

No governor declared any conflict of interest in any item on the agenda.

3. Minutes of previous meeting

The LGB approved the minutes of the meeting of 20 September 2017 subject to an amendment in minute 5, which was changed by the chair from UAE to UTC.

4. **Matters arising**

There were no matters arising from the previous meeting.

5. **Principal's Report**

Rao Bhamidimarri joined the meeting.

The LGB discussed the report.

The LGB discussed staffing budget and noted that the CEO and Principal are working on the recruitment of an additional, unbudgeted engineering teacher. The recruitment of this additional teacher was supported by the LGB.

The Principal confirmed that the art design project supported by LSBU is going well.

The employer projects, which are currently running, are going well. The LGB requested how the impact from the employers' support to the student is being measured. The Principal confirmed that there has been good feedback from teachers and students, and that it is linked to the students' curriculum. The LGB requested that the Principal consider some KPIs of the impact of the Employer projects and interaction for consideration so that an auditing body can see these.

The LGB noted the current lateness problem with some of the students. There are interventions and sanctions in place to reduce persistent lateness.

6. **Self Evaluation Form**

The LGB noted the report, which would be updated to reflect the issues raised in the DfE report. The LGB discussed undertaking self-evaluation.

7. **Improvement Plan**

The LGB noted the improvement plan which will be linked to South Bank Academies' Towards 2020 strategic plan.

8. **DfE Visit Report**

The LGB noted the report.

Although, the DfE acknowledged that there "has been good progress" since the last visit, the LGB discussed the issues raised in the report.

The LGB expressed concern over safeguarding, the governors requested to know how to ensure that the measures put in place to improve safeguarding are actually working, and how to have access to high level information on the UTC's safeguarding issues in order to be able to monitor progress.

The Principal confirmed that the UTC has a good way of communicating clearly to the students on what to do and who the right contacts are when they are faced with safeguarding issues.

The LGB noted the DfE's concern over the management team being stretched and how that is affecting a number of areas. That additional recruitment consideration should be made to resolve the problem of excessive teaching hours.

The LGB expressed concern over the "inconsistency in teaching" and the low recruitment of students into the UTC. The LGB requested that there should be a framework on how to deal with the issue of "inconsistency in teaching" raised in the DfE report and there should be targets set to achieve results. The LGB agreed that the low recruitment of students should be looked into and discussed further at the next LGB meeting of 7 March 2018.

The LGB noted the concerns raised by the DfE over how management team were stretched and how this is affecting a number of areas.

The Principal confirmed that a business case had been drafted and would be circulated.

9. Review parent, staff & pupil survey results

The LGB noted the report.

The LGB requested that future meeting papers should be presented with cover sheets, with a summary of the key points from the paper.

The LGB requested that a staff survey be conducted with the results presented at the next LGB meeting of 7 March 2017.

The LGB noted the safety issues raised by two students in the student survey, and agreed that there should be more engagement on safeguarding.

The Principal left the meeting at 5.56 pm due to the evening open day at the school.

10. Parent Governor

The LGB noted an update on application for parent to join the LGB as parent governor.

The LGB noted the poor attendance of some governors.

11. Reports on decisions from subcommittees

The LGB noted the reports on decisions from subcommittees.

12. **Update from MAT**

The CEO confirmed that there should be more communication between the Board and LGB. The notes of the recent joint strategy session would be circulated to LGB members.

13. **Governors visits**

The LGB noted the governors' visits reports from Ian Brixey and Ed Arthur.

14. **Local school risk register**

The LGB noted the school risk register, which needs to be updated ahead of discussion at the Audit committee.

15. **UTC Internet safety report**

The LGB noted the internet safety report. There were no recorded instances of inappropriate material being accessed by students.

16. **Finance management report**

The LGB noted the finance report to 31 October 2017.

The LGB noted that the forecasted salary figures were showing underspend on the budget. The LGB requested that the Business Manager should show the surplus more clearly in the budget, so that they can easily identify how funds can be provided for some of the Principal's proposals.

17. **Register of business interests**

The LGB noted the register of business interests.

**Date of next meeting
4.00 pm, on Wednesday, 7 March 2018**

Confirmed as a true record

..... (Chair)