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**Minutes of the meeting of the University Academy of Engineering Finance & General Purposes Committee**  
**held at 5.00 pm on Wednesday, 8 February 2017**  
**University Academy of Engineering - Trafalgar Street, London SE17 2TP**

**Present**

Rao Bhamidimarri (Chair for the meeting)  
Michael Broadway  
Gary Nelson

**Apologies**

Natalie Ferer (Chair)

**In attendance**

Dan Smith  
Pervena Singh (Clerk)

**1. Welcome and apologies**

In the absence of the Committee Chair Natalie Ferer, Rao Bhamidimarri agreed to Chair the meeting.

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

**2. Declarations of interest**

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

**3. Minutes of previous meeting**

The committee approved the minutes of the meeting held on 9 November 2016.

**4. Matters arising**

The action from minute 5 of the previous meeting was discussed, and the committee noted that a governance effectiveness self-review will be conducted in spring covering the South Bank Academies Board and committees, and the schools' Local Governing Bodies and subcommittees.

Action from minute 6 of the previous meeting was noted by the committee, and it was reported that the action is in progress, following a review into the school's development plan. The committee noted that the budget for 2017/2018 and 5 year spending plan would be reviewed by the committee at its next meeting of 10 May 2017.

The committee noted the potential impact of the fair funding formula. Schools in Southwark & Lambeth were expecting around 1.4% cut in funding. The new funding regime would come into effect for 2017/2018.

All other matters arising were covered in the agenda.

#### **5. December 2016 Financial Management Report**

The committee discussed the December 2016 financial management report which forecasts a surplus of £45k as at the 31 December 2016 against a budget surplus of £117k.

The variance was largely due to prospective claw back of £448k following under recruitment of students against targets and associated reduction in staff costs.

The committee discussed the possible areas of savings within the budget and requested the Business Manager and Principal to investigate further.

The committee noted that the dilapidation caused by the previous occupiers of the school building had been paid in full, some of the refurbishment work has been completed and remaining areas within the school will be repaired by the end of 2016/17 school year.

The committee noted the large size of the leadership team, in contrast to the current number of students in the Academy. It was reported by the Principal that senior staff are teaching additional lessons while the student population expands. Their leadership time will increase as the school grows.

#### **6. Pupil premium**

The Principal reported progress of the expenditure of pupil premium for 2016/2017. The committee requested greater clarity on how expected impacts are to be achieved and how they will be measured.

The committee noted that the pupil premium report is publically available and requested that the updated report is uploaded to the schools website.

#### **7. Premises report**

The committee discussed the premises report, which included a detailed breakdown of contractors' jobs and cost, and facilities duties and tasks.

The Principal drew the attention of the committee to an accidental fire drill which took place at the school, and discussed the lessons learnt. He further reported that a successful test drill has since taken place incorporating identified best practice processes and procedures.

The committee requested for future premises reports to contain less operational matters and focus on areas such as compliance and students' health and safety issues.

**8. Any other business**

The committee was reminded of their commitment to visit the school once a term and the Principal encouraged the use of a learning walk for governors to gain a holistic overview of the schools activities.

**Date of next meeting  
5.00 pm, on Wednesday, 10 May 2017**

**Confirmed as a true record**

..... (Chair)