

**Minutes of the meeting of the South Bank Engineering UTC Finance & General  
Purposes Committee  
held at 5.00 pm on Wednesday, 1 March 2017  
South Bank Engineering UTC, 56 Brixton Hill SW2 1QS**

**Present**

Natalie Ferer (Chair)  
Rao Bhamidimarri  
Dan Cundy  
Ruth Smith  
Ian Brixey

**Apologies**

Lynn Grimes

**In attendance**

Tony Roberts  
Dan Smith  
Pervena Singh (Clerk)

**1. Welcome and apologies**

The Chair welcomed governors to the meeting.

The committee was notified of the resignation of Lynn Grimes, and discussed the composition of the membership for the Finance and General Purposes committee. It was agreed that Ian Brixey and Ruth Smith will become members of the committee.

**2. Declarations of interest**

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

**3. Minutes of previous meeting**

The committee approved the minutes of the meeting held on Wednesday, 16<sup>th</sup> November 2016.

**4. Matters arising**

Matters arising were included within the agenda.

**5. January 2017 Financial management report**

The committee discussed the January 2017 financial management report which forecasted a surplus of £32k for the year. The report forecasted the prospective clawback figure of £355k and as such the expenditure has been reforecast to take into account the reduction in pupil numbers, catering and educational resources.

The committee was informed of the successful bid from DfE in securing an amount of £200k for 3 years, which has been given to all UTC's, in recognition of the difficulty of recruiting students. The money will be used mainly on recruitment and marketing.

The committee discussed the introduction of the government's apprenticeship levy on 6 April 2017 which requires all employers operating in the UK, with a pay bill over £3 million each year to invest in apprenticeships. The committee requested greater clarity on the levy and the public sector response to the levy.

The Business Manager provided an overview to the committee on the preparation of the budget and prudence of forecasting.

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

The committee discussed the pupil premium report. It was reported that the allocated funding for pupil premium for 2016-2017 school year totalled £16k. The committee discussed the measurement of the impact of pupil premium funding and the current impact to date.

The Principal confirmed that the pupil premium strategy and overarching objectives have been updated on the website and is scheduled to be reviewed in July 2017.

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

The Principal presented the premises report which highlighted the challenges faced with the temporary accommodation including IT logistics, and lighting and heating.

The committee noted that the new building is scheduled for completion on 18<sup>th</sup> September 2017. The Principal confirmed that discussions are underway to bring the date forward to not affect the start of term. The Education Funding Agency (EFA) have been made aware of the situation.

The committee discussed possible alternative locations for new pupils or for the year 12 students, in the event that the new building is not ready in time. The committee recommended contacting a Premises Hirer Company for local space, as well as suggesting a working group to be established, with key interested parties, to discuss location choices in the event that the new school is not ready. The committee expressed their concern of the impact on students and recruitment, in light of a possible delay.

#### **8. Update on school contracts**

The committee noted the number of contacts in place within the school, with Lambeth College, JPL Catering, North Pallant and Trinity Academy.

9. **Any other business**

The committee deliberated on the need for the UTC to apply for local bids and grants to generate additional income, and sought to investigate 'no win no fee' bid/grant writers to support application writing.

The committee discussed student numbers and marketing, which is to be discussed further at the local governing body meeting and requested data on student admission and marketing to be a standing item for future Finance and General Purposes meetings. Discussion will accordingly be feedback to the local governing body meeting.

**Date of next meeting**  
**5.00 pm, on Wednesday, 3 May 2017**

**Confirmed as a true record**

..... (Chair)