

**Minutes of the meeting of the South Bank Engineering UTC Local Governing
Body**
held at 4.30 pm on Tuesday, 16 May 2017
London South Bank University, Technopark Building, 90 London Road,
London, SE1 6LN

Present

Rao Bhamidimarri (Chair)
Ed Arthur
Ian Brixey
Dan Cundy
Natalie Ferer
Richard Parrish
Tony Roberts
Joanne Shand
Ruth Smith
Joanne Young

Apologies

Sarah Gordon

In attendance

Dan Smith
Pervena Singh (Clerk)

1. Welcome and apologies

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

The Chair extended his apologies to the governors for the short notice rescheduling of the local governing body (LGB) meeting, which was originally scheduled to be held on Wednesday, 17 May. The governors noted the rearrangement was due to the clash with another event and several governors were unable to attend.

The Chair informed the governors of the resignation of Karen Adewoyin, who has been seconded as a Deputy Director of Workforce at Lewisham and Greenwich NHS Trust, the Chair welcomed Joanne Shand to the LGB as her successor.

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 15 March 2017.

4. **Matters arising**

The LGB discussed the pending matters of the previous meeting;

Agenda item 5 – break down of grant money, the Business Manager confirmed this matter to be captured within the budget which is currently still under review.

All other actions had been completed.

5. **South Bank Academies update**

The CEO provided the LGB with a verbal update from South Bank Academies the multi-academy trust, of which the UTC forms a part. The update included an overview on the consistency of MAT and school policies, pay scales and procedures.

The CEO provided an update on current matters at each of the schools, including the Ofsted visit and the recruitment of a new Principal at the Academy, and recent challenges with the new UTC building.

6. **Principal's report**

The LGB were presented with the key headlines from the Principal's report, which included the quality of teaching, learning and assessment, personal development behaviour and welfare, outcomes for children and learners, and effectiveness of leadership and management.

The LGB discussed the quality of teaching and learning, and assessment, which was reported as being good overall, though a few inconsistencies were being actively addressed. The Principal confirmed that every Friday morning a learning and teaching meeting is held to help encourage departmental collaboration.

The Principal reported that the UTC is continuing to support staff members who have shown an interest in becoming a qualified teacher. The committee noted that the staffing structure for the new term will be included as part of the budget for approval by the South Bank Academies Board on 11 July 2017.

The LGB discussed the personal development, behaviour and welfare of students, and noted that attendance still remains below target.

The LGB were presented with the information on the outcomes for children and learners and discussed the overall strong performance in many of the of the subject groups. Governors requested greater visual data to provide clarity and guidance to track progress of student results.

The LGB discussed level 3 pathways, and suggested a number of ideas for limiting the risk associated with the progression of UTC students who are below the attainment grade for entry into the UTC 6th form.

The LGB commented on the data available within the borough for the number of A-level students dropping out, and it was requested that the Principal consider the figures into his future planning.

The LGB further noted the number of fixed term exclusions. The committee were reminded that due to current student numbers each student represents 3% of the cohort. The governors questioned the effectiveness of exclusions and it was reported that the UTC's exclusion system is used to maintain the high expectations of students in line with the UTC's educational plan, and in time the number of exclusions is planned to fall to zero. The LGB discussed the need for the whole school community to support the sanctions put in place, which can sometimes be challenging for parents.

The LGB discussed the health of staff and the general wellbeing of the management team, and encouraged the Principal to use LSBU's wellbeing and mindfulness training, for UTC staff.

7. DfE visit feedback

The LGB were presented with the Department for Education (DfE) report following its visit to the UTC on 8 March 2017. The report covers strategic planning, governance and leadership, curriculum, teaching and learning, student care, support and safeguarding, education planning standards, and progress tracking.

The Principal reported that a detailed action plan has been developed to assist the UTC to strengthen areas requiring improvement.

It was noted that the CEO and Chair of the Learning and Teaching Committee spoke with the lead inspector at the end of the inspection, who raised a few concerns which are in the report.

The Principal drew attention to the DfE's increased concern of the difficulties facing UTCs nationally, and further noted that he has been asked to publicly share his experiences with other newly opening UTCs.

8. Self-evaluation form & 3 year plan

The LGB noted the UTC's self-evaluation form and 3 year plan. The report covered the UTC's overall effectiveness, effectiveness of leadership and management, quality of teaching, learning and assessment, personal development, behaviour and welfare and outcomes of pupils.

The LGB were encouraged to comment on the report.

9. March 2017 financial management report

The LGB noted the March 2017 financial management report, which forecasted a surplus of £250k against the budgeted surplus of £378k.

A draft budget for 2017/2018 was tabled which provided assurance to the governors that the budget preparation is on track.

The LGB noted that a tender process was underway for IT services for all schools which form part of the South Bank Academies multi-academy trust.

The LGB discussed the prospective clawback for the budget and predicted intake of students based on the present number of applications received.

The LGB were also made aware of a scheme coordinated by the Baker Dearing Educational Trust to start a marketing campaign for UTCs.

10. Discussions at subcommittees

The LGB noted the key discussions at the Learning and Teaching and Finance and General Purposes committee meetings. The links to the supporting papers of each meeting were available to governors.

11. Governor visits

As set out in the Scheme of Delegation, governors of the LGB were encouraged to visit the school termly. The committee noted that a few visits had taken place since the last meeting and visitors' reports would be circulated to the Principal and Clerk in due course.

12. Any other business

The CEO informed the LGB of the resignation of the South Bank Academies Chief Financial Officer/ Business Manager, who is scheduled to depart in July 2017.

The Chair thanked him on behalf of the LGB, for his continuance support, dedication and contribution to both schools and the Trust.

The LGB noted that recruitment planning was underway for his replacement.

**Date of next meeting
4.30 pm, on Wednesday, 5 July 2017**

Confirmed as a true record

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..... (Chair)