

**Minutes of the meeting of the South Bank Engineering UTC Local Governing  
Body  
held at 4.00 pm on Wednesday, 4 July 2018  
South Bank Engineering UTC - South Bank Engineering UTC, 56 Brixton Hill  
SW2 1QS**

**Present**

Nicole Louis (Chair)  
Ed Arthur  
Ian Brixey  
Dan Cundy  
Beau Fadahunsi  
Natalie Ferer  
Sarah Gordon  
Leona Ross  
Joanne Young

**Apologies**

Richard Parrish  
Tony Roberts  
Ruth Smith

**In attendance**

Alexander Enibe

**1. Welcome and apologies**

The chair welcomed the governors to the meeting.

The above apologies were noted.

**2. Declarations of interest**

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

**3. Minutes of previous meeting**

The LGB approved the minutes of the previous meeting of 15 May 2018.

**4. Matters arising**

The LGB discussed matters arising from item 4 of the action sheet from the previous meeting. Here, the Principal confirmed that he is awaiting the DfE to publish its expectations on employers' partnership engagements before he can prepare one for the school. The Principal said he expects the DfE's publication would be out before the start of the next academic year.

The LGB noted the second action under item 4 of the action sheet from the previous meeting, that the CEO and Principal discussed the possibility of registering the schools with Aimhigher. They both agreed that it would not be a good investment at this stage because the students are already getting adequate support from the employment engagements.

## 5. **Principal's report**

The LGB noted the Principal's report.

On safeguarding, the Principal confirmed that the CPOMS (safeguarding and child protection software) is used to record, report and analyse safeguarding concerns. The Principal confirmed that one student is on a 'Child in need' Plan (tier 3) and a case conference was held in June 2018. The case is expected to close in July 2018, and the student concerned has been withdrawn to home education and has been removed from the UTC roll.

The Principal took the LGB through the Lambeth Schools Partnership School Improvement Adviser Report.

The Principal confirmed that the teachers are continually looking to innovate and to make lessons more engaging to the students. A governor asked the Principal how well the new teachers are developing. The Principal is satisfied with their development. A governor asked the Principal if there was any evidence to see the impact of the programme of the Brilliant Club programme on the students. The Principal replied that he will seek feedback from students. A parent governor confirmed the programmes in school are good because it motivates her child.

The Principal confirmed that the school day has been re-worked for September 2018, with a trial starting from 2 July 2018, with shorter, more focused lessons and an earlier dismissal time, to enable more flexible time at the end of the day for interventions or other management activity to enhance capacity and drive student achievement.

On student Personal development, behaviour and welfare, the Principal confirmed that conduct is good overall but there are challenges with some students who joined the UTC from Durand Academy, as well as students with Special Educational Needs, much of which has not been correctly diagnosed in previous schools.

The LGB discussed exclusions and noted that one student is responsible for 6/14 exclusions (42%) and 16 days in total (67% of exclusion days). The Principal confirmed that the pastoral team and Designated Safeguarding Lead are working with the family, police and Youth Offending Service as well as Croydon local authority to ensure he has appropriate educational provision. The LGB requested that the Principal keep them updated.

The LGB discussed students' attendance. The Principal confirmed that the students' attendance stands at 94% to the end of spring 2, matching 2016/17

data. One persistent absentee has been withdrawn into home education by her family. A key area of focus is to reduce the proportion of students who are persistently absent (attending below 90%). A governor asked the Principal whether he had considered using the prospective employers' of the late comers to threaten them, as this could be a way of motivating them. The Principal replied that he would explore this further. A governor asked the Principal if he had considered awarding non-latecomers certificate of good behaviour at the end of school. The Principal replied that the students already do a self-review about their own employability and punctuality is part of this and their coaches also assess them. A governor asked the Principal if there was any correlation between students coming late to school and disengagement in school. The Principal replied that there was no correlation. The LGB requested that the Principal in collaboration with the UAE should develop some sort of certification on this to motivate the students.

The Principal confirmed that the pastoral care is working positively and the coaching programme is being reviewed currently for next academic year to cover other areas.

The LGB discussed achievement and progress. The Principal confirmed that Attainment 8 has fallen since Easter 2018 based on professional predictions, but it remains close to national level (2017) and well above UTC level of 37.1 (2017). The Principal said that Progress 8 at -0.45 is above the -0.5 floor target but lower than the -0.22 of the past data collection. This is an immediate target for improvement through a number of management – led initiatives. The Principal is hopeful that this would not affect the UTC in relation to an Ofsted visit because UTC Oxfordshire had the same problem last year, but had a very good Ofsted this year.

A governor challenged the Principal on the reasons for the decline in the data provided. The Principal replied that this was a professional prediction and that he thinks the class size is also an issue as far as the teachers are concerned. A governor queried the Principal on interventions and asked that the Principal should look into whether he is applying the right interventions. The Principal said that the school is working with different students in different ways to help them progress.

The LGB discussed the collaboration with the SBA Board to explore medium term strategic options, such as the development of a second specialism, apprenticeship pathways and curriculum options, including International Baccalaureate. The Principal confirmed that Harris Academy is planning to open a free school and a 6<sup>th</sup> form in 2020 around 500 metres away from the UTC. The Principal suggested that a new post of Assistant Vice Principal be created that would focus on developing strategy and implementing it. The LGB asked the Principal if he could devote more time to develop the strategy and its implementation. The Principal replied that if he does that then other things could suffer because they are tight at the moment. The CEO confirmed that the Principal would develop the strategy and SBA would look at hiring a consultant for the implementation of the strategy.

The UTC is working with the LSBU Estates team to ensure health & safety systems operate appropriately.

The LGB discussed the expected Ofsted visit and requested that the clerk arrange an in-house governors' training on preparation for Ofsted visit.

#### **6. DfE governance review**

The LGB noted the DfE governance review and management responses.

The CEO confirmed that two different governance models will be proposed to the SBA Board on 19 July 2018. The LGB noted that there should be clarity on accountabilities and responsibilities on whichever model is chosen by the SBA Board.

The CEO confirmed that a revised Scheme of Delegation would go to a later SBA Board meeting. A governor asked the CEO how the issue of LSBU being too involved in the affairs of South Bank Academies would be resolved. The CEO confirmed that in the new model there will be an independent chair of the SBA Board and LGBs. The LGB noted that there could be a shared services where the LSBU would provide a back office services at cost and add value to the schools.

#### **7. Financial management report to May 2018**

The LGB noted the management account to May 2018.

Natalie Ferer took the LGB through the management account. The year to date financial position for the UTC shows a surplus of £139k against a budget deficit of £61k. The full year forecast is a surplus of £130k against a budget deficit of £59k.

Natalie confirmed that the forecast income for the year is higher than the budget due to the additional £200k UTC transition funding with both staffing and other operational expenditure are in line with the full year budget. The full year surplus is before depreciation charge for the year.

A governor asked Natalie how the £200k surplus or contingency is to be spent. The chair confirmed that the SBA Board is reviewing the surplus policy but awaiting the resumption of the new Business Manager to lead on this.

#### **8. Draft Budget 2018/19**

The LGB noted the 2018/19 draft budget.

The LGB noted that the draft budget has been prepared and is being considered by the SBA Executive. The budget will be considered and approved at the SBA Board on 19 July 2018.

Natalie Ferer said that there should be prudence in spending until they have the September/October 2018 student numbers. Natalie confirmed that the Principal is developing a plan for expenditure.

The Principal confirmed that there is an ongoing discussion nationally on staff pay, which is being monitored. There is a plan to look at other staff pension or support to see which is more beneficial to the staff. A governor suggested that the Trust should look at how to retain the staff, given that there would be new schools opening around the UTC soon.

The LGB discussed the £200k transition funding and suggested that the Trust should be made aware that the £200k is for the UTC and there should be more transparency in the way the money is being spent.

9. **Student Recruitment**

The LGB noted the student recruitment verbal update.

10. **Staff Recruitment Update**

The LGB noted the staff recruitment update.

11. **Compliance - Updates on Commissioned Audits**

The LGB noted the verbal update on commissioned audits.

The chair confirmed that consultants are working on the UTC and UAE, and looking at how maintenance is done in comparison to the shared services being considered.

12. **Preparation for Inspection**

The LGB noted the verbal update on preparation for inspection.

The Principal confirmed that they are expecting an Ofsted visit in academic year 2018/19 and would be inspected on the updated Ofsted framework. The Principal suggested that the LGB should be trained on the expectations of Ofsted. The Principal suggested to the LGB to read the UTC Oxfordshire Ofsted report and Rachel Norman's questionnaire in the Lambeth Schools Partnership School Improvement Adviser Report.

13. **Reports on decisions from subcommittees**

The LGB noted the reports on decisions from the subcommittees.

14. **AOB**

The LGB noted that Sarah Gordon had tendered her resignation.

The chair, on behalf of the SBA Board and LGB thanked Sarah Gordon for her support and service to the South Bank Academies. The chair also thanked her for leading on the partnership engagement with LSBU.

**Date of next meeting**  
**4.00 pm, on Wednesday, 19 September 2018**

**Confirmed as a true record**

..... (Chair)