

**Minutes of the meeting of the South Bank Academies Board
held at 4.00 pm on Tuesday, 25 June 2019
South Bank Engineering UTC, 56 Brixton Hill SW2 1QS**

Present

Hitesh Tailor (Chair)
Richard Flatman (Vice-Chair)
Douglas Denham St Pinnock
Nicole Louis
Lesley Morrison
David Phoenix

Apologies

Tony Giddings
Chris Mallaband
Fiona Morey

In attendance

Michael Broadway
Dan Cundy
Clym Cunnington
Alexander Enibe

1. Welcome and apologies

The Chair welcomed trustees to the meeting.

The Board noted that Douglas Denham St Pinnock is resigning from the Board due to his forthcoming retirement from the LSBU Board (in February 2020), and thanked him for his support and service for South Bank Academies over the past four years.

The above apologies were noted.

2. Declaration of interest

The Board noted interests of Dan Cundy and Clym Cunnington in item 11.

3. Minutes of previous meeting

The Board approved the minutes of the meeting of 28 March 2019.

4. Matters arising

The Board noted the actions arising from the previous meeting.

The Board requested the policy schedule to its meeting in September 2019.

The Board noted that the academy have not turned down any students for the sixth form based on grades. There are defined pathways for most students with a range of grades within the Trust.

The Board noted that the SBA 5-year staff investment plan is in preparation and would be brought to a future Board meeting.

The Board noted that planning had started for the tender for new external auditors following the end of Kingston Smith's contract in 2020.

The Board noted the update on intervention plans. Intervention plans would be consolidated across the two schools in future.

5. **CEO's Report**

The Board discussed the CEO's report.

The Board noted the students' exam results would be out in August 2019.

The Board noted the positive School Improvement Advisor report on the UTC.

The CEO confirmed that student numbers in the UAE and UTC are expected to grow and had been factored into the draft budget for 2019/20.

The Board noted that SBA is working with LSBU to prepare applications for grants for two major funds; the European Social Fund and Mayors Young Londoners Fund. In addition, the UTC is benefitting from £80k worth of capital investment following LSBU's successful grant in the Higher Level Digital Skills programme.

The Board noted potential expansion opportunities which was discussed in detail under minute 9.

The Board discussed in detail the proposal on the parent pay write-off. The Board noted the historical background of the parent pay issue and requested that the SBA Executive ensure that measures are put in place to collect payment for school meals.

The Board approved the parent pay write-off of £91,335, subject to review by the Audit committee.

{Secretary's note: At its meeting of 26 June 2019, the Audit Committee supported the write-off of the parent pay debt. Accordingly, the write-off was approved.}

6. **Education update**

The SBA discussed the education update.

The Board discussed pupil progress at the Academy and the UTC. Pupils at the Academy had sat GCSE exams for the first time. The Board noted that the Progress 8 measure was improving but that it was variable between different groups.

The A level cohort is small and significant intervention has been put in place to address underperformance.

The Board noted the positive update on student applications for 2019/20. The Academy is looking to have a 'comprehensive intake' with a wide range of ability.

The Board noted that the UTC is expected to improve its results in national examinations from last year.

The Board noted there was little change in the number and seriousness of safeguarding cases since the last report. The Board noted the high number of children at risk of significant harm at the Academy (level 4). The Board sought assurance from the Executive Principal that appropriate measures are being taken to address this. The Executive Principal confirmed that a multi-agency approach is taken with all level 4 cases.

The Board discussed the update on staffing and requested that staffing priorities were reviewed in order to deliver a balanced budget for 2019/20. The Board noted that the Executive Principal is carrying out curriculum-led financial planning.

The Board noted the UTC Ofsted improvement plan which was being reviewed in detail by the School Advisory Board.

7. Chair's progress verbal update

The Board noted the Chair's progress verbal update.

The Chair updated the Board on the activities that he has participated in since becoming the Chair.

8. Management accounts - May 2019

The Board discussed the management accounts to May 2019.

The Board noted that the Academy is forecasting to deliver a £620k surplus before depreciation against £272k budgeted surplus leading to a £348k variance. The position after taking depreciation into account is £465k surplus forecast against £217k budgeted surplus leading to £247k variance.

The Board noted that the UTC is forecasting to deliver £230k surplus before depreciation against £141k budgeted surplus leading to £89k variance. The

position after taking depreciation into account is a £37k deficit against £94k budgeted surplus leading to a £131k adverse variance.

The Board noted that the write off of parent pay debt (minute 5 refers) would be included in the next set of management accounts.

The Board noted that preparations for the year end audit had begun.

The Board noted that the Academy's building is being revalued by the ESFA and the updated valuation would be reflected in the year end accounts.

The Board noted that an asset replacement strategy is being developed and will feed into the capital expenditure plans.

9. SBA development pipeline update

The Board noted the SBA development pipeline updates.

The Board noted that a merger with Elutec UTC will not progress as the DfE have indicated preference for a partnership with a bigger multi-academy trust (MAT).

The Board noted the proposed partnership with Archbishop Tennyson School, Croydon. The proposed business model would be thoroughly reviewed prior to any recommendations coming to the Board.

The Board noted that the Executive Principal is meeting the Principal of Copthall School to discuss a potential merger.

The Board noted the DfE expectation that MATs have at least five schools and that at least two are rated as 'Good' by Ofsted.

The Board requested an update on the SBA development pipeline at its September 2019 meeting.

10. Workforce priorities

The Board discussed the update on workforce priorities.

The Board noted that management is working to address the high rate of staff absenteeism at the Academy.

The Board requested the Trust HR Manager present workforce priorities plan at its Board meeting in September 2019.

11. Budget 2019/20

The Board discussed the draft budget 2019/20, 3 year financial forecast and reserves spending plan.

The Board requested:

- a strategic approach to staffing through a clear workforce plan and priorities for staffing
- deficit and non-deficit solutions to meeting workforce priorities
- a capital spending plan

The Board noted that the LSBU Group Executive would discuss the revised 2019/20 budget before submission to the SBA Board for approval in July 2019.

12. **Board & SAB membership**

The Board noted that LSBU plans to appoint Professor Hilary McCallion CBE as a replacement for Douglas Denham St Pinnock, who has resigned as a director of South Bank Academies with effect from 31 July 2019.

The Board ratified the following appointments to the Academy School Advisory Board:

- Alex Drake as governor and Vice-Chair;
- Elizabeth Adeyemi as governor; and
- Safia Barikzai as governor.

The Board requested that the CVs of the above mentioned appointees be circulated to the Board.

13. **Risk registers**

The Board noted the risk registers which had been updated.

The Board agreed that it would continue to review the trust-wide risk register and that the School Advisory Boards would review school risk registers.

14. **Summary of committee and School Advisory Board reports**

The Board noted the summary of the recent audit committee and SAB meetings.

The Executive Principal confirmed that the SABs' governance is robust with appropriate challenge of school Principals.

15. **Assurance visits report and governance training update**

The Board noted the assurance visits' update.

The assurance visits were done by the Chair and Group CEO on 6 June 2019. They met the Principals, Senior Leadership Teams and Students across the two schools. More time would be allocated for future visits.

**Date of next meeting
4.00 pm, on Friday, 19 July 2019**

Confirmed as a true record

..... (Chair)