

**Minutes of the meeting of the South Bank Engineering UTC Finance & General  
Purposes Committee  
held at 5.00 pm on Wednesday, 7 February 2018  
South Bank Engineering UTC - South Bank Engineering UTC, 56 Brixton Hill  
SW2 1QS**

**Present**

Natalie Ferer (Chair)  
Ian Brixey  
Dan Cundy  
Ruth Smith

**Apologies**

Rao Bhamidimarri

**In attendance**

Claire Viner  
Alexander Enibe

**1. Welcome and apologies**

The chair welcomed governors to the meeting. The chair introduced Ruth Smith to the committee.

The above apologies were noted.

**2. Declarations of interest**

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

**3. Minutes of previous meeting**

The committee approved the minutes of the meeting held on Wednesday, 22 November 2017.

**4. Matters arising**

The committee noted that action from minute 6 of the last meeting had been completed by the Principal.

The committee requested clarification on SBA policy on spending surpluses from the Business Manager.

**5. Finance Report**

The committee noted the finance report.

The Business Manager confirmed that reconciliation and updating of the accounting records is ongoing, and the full management accounts would be done by the second week of March 2018 and circulated.

The committee queried the accuracy of the figures under building maintenance & occupancy cost in the finance report. The committee requested that the Business Manager review and circulate the updated finance report.

The Business Manager confirmed that they are now using the updated finance system and staff are currently undergoing training.

## 6. **Pupil Premium**

The committee noted the report.

The Principal took the committee through the report.

The Principal confirmed that there has been no change in pupil income since the last report, funding is lagged and runs to April 2018.

The committee requested that the Principal show how the pupil premium spending impacted on pupils and that the money was spent on the objectives that had been set.

The Principal confirmed that the impact on pupils would be shown after the GCSE results are out, in summer 2018.

## 7. **Premises report**

The committee noted the report.

The Principal confirmed that management is in discussions with the insurance company in relation to the claim for repairs caused by flood damage in September.

The Principal confirmed that the UTC does not have a site supervisor in post, and are unable to share with Trinity as originally planned so are exploring options with regards to maintenance and site-specific issues.

## 8. **Health and Safety report**

The committee noted the report.

The Principal confirmed that all staff have been signed up to Judicium online Health & Safety training courses and they are expected to complete the training by the 6 March 2018 deadline.

**Date of next meeting**  
**5.00 pm, on Wednesday, 11 April 2018**

**Confirmed as a true record**

..... (Chair)