

**Minutes of the meeting of the South Bank Academies Board
held at 4.00 pm on Thursday, 28 March 2019
Trafalgar Street, London SE17 2TP**

Present

Richard Flatman (Vice-Chair, in the Chair)
Douglas Denham St Pinnock
Tony Giddings
Nicole Louis
Lesley Morrison
Chris Mallaband
David Phoenix

Apologies

Hitesh Tailor
Fiona Morey

In attendance

Michael Broadway
Clym Cunnington
Dan Cundy
Alexander Enibe

1. Welcome and apologies

The Chair welcomed everyone to the meeting, including Chris Mallaband to his first meeting as a director.

The above apologies were noted.

2. Declarations of interest

The Board noted interests of Richard Flatman, Douglas Denham St Pinnock, Nicole Louis and David Phoenix in the LSBU and SBA Governance Agreement (item 11).

3. Minutes of last meeting

The Board approved the minutes of the meeting of 11 December 2018 and the minutes of the email decision dated 7 March 2019, approving the following appointments:

- Hitesh Tailor (director and Chair of the Board from 14 March 2019)
- Fiona Morey (Director from 14 March 2019)
- Lesley Morrison (Chair of the UTC SAB from 8 March 2019)
- Chris Mallaband (Director and Chair of the UAE SAB from 8 March 2019)

The Chair confirmed that James Stevenson had resigned from the Board on 19 March 2019.

4. **Matters arising**

The Board noted the actions arising from the previous meeting.

Under item 4, the Board noted that the schools' health & safety team have joined the LSBU Group health & safety committee.

Under item 14, the Board noted that the policies are being finalised. The Board requested that the Business Manager agree the policy schedule with Chair of the Board prior to circulating to the Board.

5. **CEO's Report**

The Board discussed the CEO's report.

The Board noted that the Ofsted inspection final report of the UTC has been received.

Out of five categories covered by the inspection framework, the UTC was judged to be 'good' in two of the categories and requires improvement in the remaining three. The overall rating was 'requires improvement'. This was discussed in detail under the education update (item 6)

The CEO confirmed that a plan to implement rapid improvement in key areas has been developed with input from the UTC's School Improvement Advisor.

In responding to a question, the Executive Principal confirmed that the schools are not 'offer-rolling' underachieving students.

The Board had a detailed discussion about the entry requirements for the UAE. The Executive Principal confirmed that the entry criteria were correct for the market.

The Board requested that the Executive Principal provide an update on the numbers of students that have been turned away as a result of entry requirements before the SBA strategy day on 14 May.

The Board discussed the company's strategy for 6th form provision. Further discussion would take place at the upcoming strategy session.

The Board discussed potential expansion opportunity which would be discussed in more detail at the strategy session.

6. **Education update**

The Board discussed the Education update.

The Board discussed the 'progress 8' data for the UAE which is behind national benchmarks. A number of intervention measures and support were being put in place to support students ahead of GCSE exams in summer 2019.

The Board requested that the Executive Principal circulate intervention plans for both schools.

The Board noted the UTC Ofsted update and action plan. The UTC SAB would be reviewing progress against the plan in detail.

The Board asked the Executive Principal how the implementation would be tracked. The School's Improvement Advisor will be supporting the school in the implementation, in addition she will be providing regular inputs, including unannounced visits to lessons to judge progress over time against the plans.

The next inspection was expected in 24-30 months.

The Board noted that the executive is looking at a trust-wide model for middle-leaders.

The Board requested the SBA 5-year staff investment plan to its next meeting on 25 June 2019.

7. Health & Safety report

The Board noted the Health & Safety report.

The Board noted that the LSBU Group health & safety committee will now include representation from SBA.

The Board noted that the online Health & Safety modules available for university staff on the LSBU Group website. The Business Manager would review their suitability.

8. Management Accounts to Feb 2019

The Board reviewed the management accounts to January 2019 for the UAE and UTC.

The Board noted that the management accounts for the UAE are forecasting a surplus of £653k against a budget of £217k.

The Board noted that the management accounts for the UTC are forecasting a surplus of £94k, in line with budget.

The Board requested that the Board meeting of 9 July 2019 to be moved to June 2019 to allow additional time for the SBA 2018/19 Budget review, approval and submission to the ESFA.

9. **Safeguarding reports**

The Board noted the Safeguarding reports from UAE and UTC.

The Chair of the UAE SAB confirmed that safeguarding processes are adequate and effective at the UAE. Ofsted had recognised good safeguarding systems at the UTC.

The Board noted that the safeguarding training for trustees would be done online, as this would be more convenient.

The Board requested that the Executive Principal provides the safeguarding numbers and circulate the updated safeguarding paper to the Board.

10. **Update on review of re-appointment of Kingston Smith as external auditors**

The Board approved the recommendation that Kingston Smith is appointed for one further year after which the contract will be retendered. The Board agreed that this will provide continuity.

A resolution would be put to the members for approval.

11. **LSBU and SBA Governance Agreement and Scheme of Delegation**

Richard Flatman, Nicole Louis, David Phoenix and Douglas Denham St Pinnock declared an interest in this item.

The unconflicted directors noted and approved the Governance Agreement between SBA and LSBU.

The Board approved the Scheme of Delegation.

12. **Judicium data audit report**

The Board noted the Judicium data audit report.

13. **Risk registers**

The Board noted the risk registers, which had been reviewed at the Audit committee meeting of 28 March 2019.

14. **Summary of committee and School Advisory Boards' meeting**

The Board noted the summary of Audit committee and School Advisory Boards' meetings.

Date of next meeting
4.00 pm, on Tuesday, 14 May 2019

Confirmed as a true record

..... (Chair)