

LONGLEY PARK SIXTH FORM COLLEGE

MINUTES of a meeting of the
LONGLEY PARK SIXTH FORM COLLEGE CORPORATION
held on 20 MAY 2009 at 5.00pm
at the College, Horninglow Road, Sheffield

Present: Doug Liversidge (Chair)
Omer Abdulqader
Sahir Ali
Kevin Clifford (Vice-Chair) - to Minute 7
Nick Duggan
Rob Ellis
Margaret Ferris
Alan Hancock
Alan Law
Chris Mallaband
Mo Nisbet (Principal)
Steve Robinson
Karen Squires

Observer: Dominic Harrex (LSC)

In attendance: Sharon Langridge (Clerk to the Corporation)
Donald McLean (Vice-Principal)
Trevor Wray (Deputy Principal) - from Minute 4

Apologies for absence were received from Joe Chandler, Ali Ghalib, Sue Jackson, Annette Sundaraj and Paul White.

Action
Who By

1 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

2 **MINUTES OF THE MEETING HELD ON 4 MARCH 2009**

The Minutes of the meetings held on 4th March 2009 were approved as an accurate record and signed by the Chair.

3 **MATTERS ARISING**

Governors noted that there were no matters arising outstanding.

4 **PRINCIPAL'S REPORT**

The Principal presented her report. She invited Nick Duggan to update Governors on the development of diplomas. He explained that the City Council had been allocated capital funding of £3 million to develop a refurbishment project to provide an industry standard environment for vocational teaching in health and social care. He would be meeting with college staff and other stakeholders shortly to discuss how to take the project forward. It was anticipated that the college could be a significant

partner in this initiative.

Dominic Harrex informed Governors that notification of the final LSC allocation could be expected after 5th June.

Governors noted that the problems experienced with EMAs at the beginning of the year had had an impact on attendance with the late issue of contracts etc. Efforts were continuing to be made to improve student attendance rates.

Governors considered the information on disciplinaries and exclusions. They accepted the improvement demonstrated by the reduction in the number of cases as a result of the strategy to get learners and their parents to realise the serious nature of situation earlier on. They supported the Principal's proposal to ask the Equality & Diversity Steering Group to investigate the ethnicity and gender data relating to exclusions to establish if there were particular patterns of behaviour or another approach that could be taken to dealing with issues. Governors were pleased with the focus on parental involvement and the greater level of follow-up and recognised that this related to a significant investment of staff time.

Governors discussed the higher number of applications. They acknowledged that the level of applications was up across the sector nationally and that some of this could be due to the economic situation and some to multiple applications. Locally, learners were achieving better results and had greater aspirations.

Governors were pleased to hear that there was potential for a project with the Learning and Skills Improvement Service (LSIS) working with less strong science teams.

5 **QUALITY STRATEGY: ANNUAL REVIEW**

The Principal apologised as she had been unable to complete the review of the Quality Strategy in time for the meeting.

6 **POST INSPECTION/PFA ACTION PLANNING**

The Principal circulated an updated version of the draft post inspection action plan. She confirmed that the final inspection report had included extremely positive comments regarding learning support, teaching and Equality & Diversity. However, because of the College's widening participation factor it would need to be excellent in its practice in order to achieve a grade two next time. Governors had given the Senior Management Team a clear mandate not to increase entry levels, as they had concerns about other providers raising the bar. The Principal reported on the curriculum innovations which had been adopted and were enabling students to achieve by ensuring that there were alternative pathways available.

Governors were advised that the Principal had been contacted by the LSC as a proportion of the College's success rates were below the Minimum

Level of Performance (MLP) and that as a result a notice to improve would be issued. The LSC recognised the action that had already been taken to improve success rates and the continuing progress that was being made. The Principal confirmed that she would contact the LSC as soon as exam results were available and that she hoped to have the notice to improve lifted.

Governors considered the outcome of the inspection a good achievement.

Governors discussed whether local councillors had an understanding of widening participation and how this could be developed where necessary. They noted that the Chair was due to meet with John Mothersole and Cllr Paul Scriven later in the week and he agreed to raise this matter with them. They also agreed that this would be a useful topic for a discussion at the planning event in line with how the College continued to strengthen its relationship with partner schools. Chris Mallaband and Steve Robinson indicated that they would welcome an invitation to discuss post-16 education in the North of the City.

DL May '09

MN Jun '09

The Governing Body **approved** the post inspection action plan.

7

REPORTS/RECOMMENDATIONS FROM COMMITTEES

(a) Audit

Margaret Ferris reported on the meetings held on 12th March and 7th May. She outlined the recommendations put forward by the Committee.

Risk Management Registers 2008-09

The Governing Body approved the Risk Management Registers 2008-09.

(b) Curriculum & Quality

Nick Duggan reported on the meeting of the Curriculum & Quality Committee held on 29th April set out the recommendations. Governors recorded their congratulations to Pete Kennedy on his appointment as Vice-Principal at Huddersfield New College.

Visits, Trips and Off-Site Activity Policy

The Governing Body **approved** the revised Visits, Trips and Off-Site Activity Policy.

(c) Resources

The Deputy Principal reported on the meeting held on 13th May and outlined the recommendations made by the Committee.

Equality & Diversity

The Governing Body **approved**:

- (a) the Equality & Diversity Action Plan;
- (b) the terms of reference for the Equality & Diversity Steering Group; and
- (c) the priorities for the Steering Group in 2009-10.

Management Accounts

The Governing Body considered the Management Accounts for the period to 31st March 2009. They noted the predicted deficit against budget and the intention to achieve a breakeven position by the year end.

Development Plan 2008-09

The Governing Body **approved** the Development Plan 2008-09.

Redundancy and Continuity of Employment Policy

Governors noted that the revised policy had also been considered by the College Management Team and the Joint Association Forum, who had recommended some minor amendments for clarification purposes, but no major substantive changes.

The Governing Body **approved** the Redundancy and Continuity of Employment Policy with the proposed minor amendments.

Information Learning Technology (ILT) Strategy 2008-11

The Governing Body **approved** the ILT Strategy 2008-11.

LSC Funding 2009-10/Budget 2008-10 Update

See Confidential Minutes.

9 **DEPUTY LORD MAYOR**

Governors congratulated Alan Law on his appointment as Deputy Lord Mayor.

10 **MEETING SCHEDULE 2009-10**

The Governing Body **approved** the proposed meeting scheduled for 2009-10.

11 **STRATEGIC PLANNING EVENT**

The Principal confirmed that the Strategic Planning Event would take place on 12th June at the College between 9am and 2pm. The focus of the event would be student success.

12 **CHAIR'S ACTION**

Governors noted that no decisions had been taken using Chair's action since the last meeting.

