

LONGLEY PARK SIXTH FORM COLLEGE

MINUTES of the meeting of
CORPORATION
held on **2 MARCH 2010** at 5.00pm
at the College, Horninglow Road, Sheffield S5 6SG

Present: Kevin Clifford (Vice-Chair) (in the chair)
Omer Abdulqader
Sahir Ali
Dave Darwent
Nick Duggan
Margaret Ferris
Alan Hancock
Tom Jackson
Alan Law – to Minute 8
Jeremy Lonsdale
Chris Mallaband
Mo Nisbet (Principal)
Carmel Page
Steve Robinson
Karen Squires
Paul White

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

Apologies for absence were received from Doug Liversidge and Alastair Reid.

Action by
Who When

1 **CHAIR**

In the absence of the Chair it was agreed that the Vice-Chair should chair the meeting.

2 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3 **MINUTES OF THE MEETING HELD ON 9 DECEMBER 2009**

The Minutes of the meeting held on 9th December 2009 were approved as an accurate record and signed by the Chair.

4 **MATTERS ARISING**

There were no matters arising which did not appear on the agenda.

5 **CONFIDENTIAL MINUTES OF THE MEETING HELD ON 28 JANUARY 2010**

The Confidential Minutes of the Special Corporation meeting held on 28th

January 2010 were approved as an accurate record and signed by the Chair.

6 MATTERS ARISING

There were no matters arising which did not appear on the agenda.

7 PRINCIPAL'S REPORT

The Principal circulated copies of her report. She summarised the developments in funding due to the Machinery of Government changes and explained that a bid for modest growth had been submitted 16-18, 19+and Additional Learning Support.

Governors considered the 24% cut in 19+ funding and the implications that this had for the College's Adult and Community Education provision. They noted that providers across the Country were facing the same level of cuts. It was agreed that because of the College's sixth form status and widening participation ethos it was essential to maintain its commitment to local young people. Governors stressed that it was very sad that they were being placed in this impossible position because of the College's role in the community and its wish to provide learning opportunities for older people. They agreed that the matter should be raised with the College's local MP, David Blunkett.

With great reluctance and regret the Governing Body agreed that it would no longer be able provide an Adult and Community Education curriculum offer.

Governors noted the contents of the Principal's Report.

8 COLLEGE DEVELOPMENT PLAN 2009-11

The Deputy Principal circulated revised copies of the Development Plan. Governors were advised that the Executive was optimistic about the increase in success rates and that it was also looking for further improvement in AS success rates. They noted that the College was meeting its funding targets and was planning to exceed them in terms of numbers and cash.

Governors acknowledged the credit due to the College's Adult and Community Education teaching staff in relation to the achievement of older learners.

The Governing Body approved the revised Development Plan for 2009-11.

9 OFSTED UPDATE

The Principal talked Governors through two OfSTED presentations on the new Common Inspection Framework criteria relating to safeguarding and Equality & Diversity. She explained the limiting grade factors.

Chris Mallaband informed that the Safer Recruitment training provided by the City Council had been excellent. Governors considered the requirements for the single register. The Principal accepted an offer from Chris Mallaband and Steve Robinson to speak to the Student Services Manager about the arrangements put in place at Parkwood and Chaucer, and agreed to ask Sue Jackson to make contact with them.

MN Mar '10

The Governing Body indicated that it would be useful for the College to provide training for Governors on safeguarding, internal processes and staff induction arrangements. The Principal agreed to make the necessary arrangements.

MN Mar '10

Governors discussed the requirement for CRB checks in relation to Governors and older learners. The Clerk agreed to make enquiries to establish which Governors had yet to be CRB checked and to send forms to those concerned.

SL Mar '10

10 **EQUALITY & DIVERSITY UPDATE**

The Vice-Principal outlined the initial assessment of how the College was performing in relation to the inspection criteria for Equality & Diversity. With regard to success rates performance was below national benchmarks for all learner groups. However, there was integration of Equality & Diversity at all levels throughout the College. This was clear in its core values, explicit in planning, development and delivery of the curriculum provision. He said that the review exercise had been useful to undertake as it had provided an opportunity to consider the evidence to support judgments and identify areas which required attention and action.

Governors noted the action plans and the progress made to date.

Governors recorded their thanks to the Equality & Diversity Steering Group for the work it had carried out. They agreed that the Steering Group should report to the Resources Committee on an annual basis and asked to be kept advised of any issues.

EDSG Mar '11

11 **REPORTS/RECOMMENDATIONS FROM COMMITTEES**

(a) Curriculum & Quality Committee

Nick Duggan reported on the meeting of the Curriculum & Quality Committee held on 27th January 2010. The Principal informed Governors that consultation on the College Charter was continuing and that the final version would be submitted for approval to the next meeting.

(b) Resources Committee

The Chair reported on the meeting of the Resources Committee held on 10th February 2010 and outlined the recommendations that had been proposed.

Management Accounts

Governors received and noted the Management Accounts for the period to 31st December 2009. The schedules and supporting commentary were considered in detail.

Treasury Management Policy

The Governing Body approved the draft Treasury Management Policy.

Health & Safety Performance Grading

Governors were pleased to note the revised grading of the College's Health & Safety performance to 'Good' and echoed the Resources Committee's thanks to the Estates & Operations Manager and his team.

(c) Search, Governance & Remuneration Committee

The Chair reported on the meeting of the Search, Governance & Remuneration Committee that had taken place earlier that day and outlined the recommendations that had been made.

Review of Governance

The Governing Body supported the Committee's recommendation to submit a response to the consultation. Governors were asked to send their comments to the Clerk. The Principal and the Clerk would then co-ordinate the response for submission on behalf of the Governing Body.

Governance Performance Indicators

The Governing body received and noted the Governance Performance Indicators.

Succession Planning

The Clerk reported that there had been a disappointing response to the search for student representatives. The Student Services Manager had therefore approached existing representatives and asked them if they wished to serve a further term of office. It was therefore proposed that Sahir Ali and Jade Nelms be reappointed as Student Governors for a term of one year.

The Governing Body **approved** the appointment of the two Student Governors and also the re-appointment of Steve Robinson as an Independent Governor for a term of four years commencing from 13th July 2010.

Senior Post Holder Remuneration

The Governing Body **approved** that the four senior post holders be awarded one increment on the relevant management spine backdated to

the pay review date of 1st September 2009 and that pay should be taken into account as part of the annual budget setting process.

Governors noted that the Principal had authorised one increment for each of the four Directors of Teaching & Learning backdated to 1st September 2009.

Senior Post Holder Disciplinary and Grievance Procedures

The Governing Body **approved** the revised Senior Post Holder Disciplinary and Grievance Procedures.

12 **DEPUTY PRINCIPAL**

The Governing Body noted that this would be the Deputy Principal's last scheduled meeting and recorded its thanks to him for his contribution to the development of the College and the support provided for Governors over the years.

13 **DATE OF NEXT MEETING**

Special Corporation meeting on 29th March 2010 at 5.00pm. The next scheduled meeting would take place on 26th May 2010 at 5.00pm.

The meeting ended at 6.35pm.

Signed: (Chair)

Date: