



## CORPORATION LZ6 GOVERNANCE COMMITTEE

### MINUTES OF THE MEETING OF THE CORPORATION LZ6 GOVERNANCE COMMITTEE HELD ON MONDAY 22 NOVEMBER 2010

**PRESENT:** Dr G Wilson Chair  
Mr J Bisset  
Ms S Edwards  
Mr M Garrity  
Ms R Griffiths  
Mr A Robinson  
Ms L Warmer  
Ms W Wright Principal

**IN ATTENDANCE:** Mrs P Connell Clerk to the Corporation  
Mr S Andrews Deputy Principal  
Ms J Kelly Head of LZ6

#### 16/10 APOLOGIES FOR ABSENCE

There were none.

#### 17/10 MINUTES

The minutes of the meeting held on 24 May 2010 were received and confirmed as a correct record.

#### 18/10 MATTERS ARISING FROM THE MINUTES

**12/10 Termly Operational Report from LZ6 Management Committee.** The Principal advised that AS and A2 examination results would be considered under agenda item five.

#### 19/10 LZ6 ANNUAL REPORT

Members noted that production of the LZ6 Business Plan for the next academic year had been put on hold pending the publication of the White Paper, which was expected imminently. It was now intended to present the Business Plan to the next meeting of the Committee, in the spring term.

**Members received the LZ6 Annual Report, which was contained within appendix A.** The Head of LZ6 spoke on her report, drawing the Committee's attention to its most salient points. Members considered the curriculum offer

**ACTION**

within LZ6. It was noted that partnership with Park Lane Special School had continued to prosper throughout 2009/10. Three year full-time Foundation Learning Entry Level provision had been delivered for the school's sixth form students and full-time Foundation Learning courses for students with learning difficulties and/or disabilities had also been provided. Good progress had been made in the promotion and delivery of programmes for those students who were NEET, ie not in employment, education or training. The Head of LZ6 gave details of the full-time Diploma / BTEC / CACHE courses which were available at Levels 1 to 3. She also spoke on the new Level 3 Advanced Diplomas which had been introduced in September 2009 and Members noted that Level 3 Advanced Diplomas in Business, Administration and Finance, Creative and Media and Society, Health and Development had been launched. This portfolio had been extended in September 2010 to include Level 1 Foundation Diplomas and Level 2 Higher Diplomas in each of these curriculum areas. Advanced Diplomas in Public Services and Sport and Active Leisure had been launched in September 2010 to replace the old BTEC National Diplomas in these areas. Recruitment to the new Level 3 Advanced Diplomas had been extremely encouraging and Level 4 Foundation Degree qualifications were also now offered in Sport, Coaching and Fitness and Public and Community Services. Optional additional qualifications had been made available throughout 2009/10 to complement full-time programmes, where appropriate. Discussion ensued concerning the likely future of collaborative provision and, also, the development of the Diplomas, under the new Government. Members noted that the College had provided evidence for the review currently being undertaken by Professor Alison Wolf. Professor Wolf's report was expected to be published in the spring. The Principal advised that there had been excellent employer engagement in the development of the Diploma and employers remained very supportive of the Diploma qualification.

The Head of LZ6 reported that, during 2009/10, twenty A level qualifications had been offered in LZ6 and, at Level 3, students had had the opportunity to access a range of 'mix and match' provision, with funding being determined in accordance with programme choice. In addition to their core studies, students undertook a broad range of enrichment activities and a team of fifteen dedicated Personal Tutors monitored each student's progress, offering pastoral guidance and support. Members commended the successful integration of students with learning difficulties into a number of enrichment activities. In addition, a very successful SLD Sports Day had been held with four special schools from across the county being involved and students had also participated in a separate Sports Day at the school. Members were informed of a number of initiatives in the cross-campus enrichment programme available to students, which had proved to be very successful. These included prize-winning events, competitions, sporting activities and a commendable level of charity work, including voluntary work by certain students in India and South America. The Principal was also pleased to report that equality and diversity had been actively promoted both within and without core curriculum studies. Equality and diversity impact measures had been adopted in all curriculum areas.

Members considered the detailed analysis which had been provided in relation to students' success, achievement and retention rates. Student numbers had continued to increase in 2009/10, but at a lower rate than in the previous two years, when exceptional growth had been experienced. Park Lane Special School had undergone an Ofsted inspection in November 2009,

the outcome of which had been outstanding. The overall effectiveness of the sixth form had been confirmed as outstanding, with much exemplary practice being identified.

Discussion ensued concerning some retention issues which had damaged overall success rates in certain areas. However, achievement rates remained very high. Members reviewed the effectiveness of the strategies put in place during the previous year to improve retention at Level 3. These had clearly had a positive impact.

The Head of LZ6 spoke on new curriculum initiatives to be introduced during 2010/11 and, also, reported progress in relation to the teaching and learning observations, in working towards a joint quality assurance process. A Level management reviews had been introduced, in line with those undertaken by the College for trimesters 1 and 2. In 2009/10, joint sector reviews had also been undertaken for the first time across the College and Macclesfield High School.

Student views had been sought on a regular basis, through a variety of different channels. Members were pleased to note the strong employer links across the curriculum in LZ6. These were expected to be strengthened even further with the introduction of new Diploma lines. With regard to health and safety matters, sound policies and procedures were in place. Excellent safeguarding measures had also been adopted across the campus and regular reports were made to the respective governing bodies. Since LZ6 had been built very recently, no major maintenance issues had been identified. However, space remained at a premium, owing to the strong growth in student numbers, since the opening of the Learning Zone. There were excellent student progression routes into Higher Education from LZ6. It was felt that it would be advantageous to publish the details of university places obtained for students in LZ6 and **it was agreed that** the permission of students to do this should be sought at the time of their application. **Members commended staff for the excellent overall success rates for A2 level qualifications which stood at 93% for 2009/10, against a national average rate of 91%.** Indeed, twelve A2 level programmes had recorded 100% success rates, with a further two subjects achieving 100% retention.

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**In conclusion, Members thanked the Head of LZ6 for her report and looked forward to receiving the proposed Business Plan for 2010/11 at their next meeting in the spring term.**

## **20/10 ANNUAL REVIEW OF LZ6 PERFORMANCE**

**The Committee received a written report from the Principal, which was contained within appendix Bi.**

The Principal spoke on her report, informing Members that the Annual Review of LZ6 Performance had been conducted on 11 October 2010. The Chair of the Education Improvement Partnership, the Headteacher of Tytherington High School, who was currently responsible for the oversight of Macclesfield High School, and the Deputy Head of Macclesfield High School had all attended the review. A separate review had also taken place with the Headteacher of Park Lane Special School, to make the most efficient use of her time.

The Principal reported that the main review of the College's and Macclesfield High School's provision had involved detailed scrutiny of student attendance, retention, achievement, success and progression rates for all courses and subjects offered in LZ6. The excellent pass rates at A2 had been considered particularly pleasing. Some concerns had been expressed about AS performance, where lower retention and achievement rates had been recorded (as was typically the case nationally). Strategies had been put in place to address this problem and to effect improvements in AS performance levels. It was noted that many applied learning programmes had also demonstrated excellent performance, with 100% achievement rates being almost universal. However, some retention rates were more disappointing and had had a detrimental impact on overall success rates. The Head and Deputy Head of LZ6 had been invited to produce a retention strategy to secure improvements and more consistency in performance in this area.

The profile of teaching and learning observations in LZ6 was exceptionally good. Efforts continued to be made to disseminate best practice amongst all staff in LZ6, with A level staff being invited to participate in College activities designed to enhance quality. The Deputy Head of Macclesfield High School had indicated that she was very pleased with the operation of the Personal Tutor system, with regard to A level students, whom she felt had been extremely well supported throughout the year. There was a need to ensure that this high standard was consistent across all areas in LZ6, since the quality of tutorials for applied learning students had been more variable. Extensive consultation had taken place with students and strategies had been implemented in response to student feedback. Measures had also been put in place so that all students would be effectively tracked by staff making full use of ProMonitor, during 2010/11.

The results of the student surveys which had been conducted revealed high levels of satisfaction in general. The two main concerns raised by students were being addressed. The Principal was pleased to report that all applied learning areas had set SMART equality and diversity targets, as required in the Learning Zone Equality and Diversity Action Plan.

The review with Park Lane Special School had concentrated on the highly individualised learning programmes of students. Sixth formers from the school had enjoyed an excellent year in 2009/10. Students' accreditation had been extended to include the ASDAN Personal Progress Award and parental satisfaction with LZ6 was high. The only area of concern related to the shortage of space and options for expansion were now being explored. Several areas for further development had been identified, with regard to the increased integration of students from the school in a range of College activities. In particular, work was being undertaken with the Local Authority in an attempt to provide a progression route for students from the school to post 19 provision at the College. Finally, the Principal drew Members' attention to the agenda for the review, which was contained within annex 1.

**Members thanked the Principal for her report and commended the progress made in LZ6 over the last twelve months.**

**The Committee considered the proposed one year targets for student success rates, which were contained within appendix Bii.**

It was noted that student performance targets had been set, in accordance with the LZ6 Target Setting and Monitoring Policy and Procedure 2010/11. Members considered the proposed targets from Pre-entry Level to Level 4. Discussion ensued as to whether some of the targets should be slightly higher, particularly with regard to retention, in view of national benchmark figures. Members were keen to secure continuous improvement and raise standards, and **it was agreed that**, in this context, it would be advantageous to revisit the above policy and procedure with a view to amending the document. **It was also resolved that Level 2 (All)** should, in future, be omitted from the proposed one year targets since this category included adults following part-time provision as well as full-time sixth form learners in LZ6. **It was agreed that** the Deputy Principal and Head of LZ6 should amend the proposed targets for 2010/11 so that retention rates were increased, in general, by 3% (with the inevitable impact upon success rates), provided the targets remained realistic and achievable. **Members resolved that the revised targets should be recommended to the Corporation and the Governing Bodies of Macclesfield High School and Park Lane Special School, for approval.**

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#### 21/10 DATE OF NEXT MEETING

This would be held on Monday 7 March 2011, at 10 am.

Pamela J Connell  
Clerk to the Corporation  
28 November 2010

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