

CENTRAL SUSSEX COLLEGE**Report of the Haywards Heath LCB Meeting – 23rd November 2005**Matters Arising

- The Board was advised that consideration had been given to forming a joint Haywards Heath and Burgess Hill LCB. Due to the divergence of the curriculum it was considered appropriate for a small skills LCB to be established at Burgess Hill.
- A member of the LCB raised the issue of the views held by the former Haywards Heath Corporation with regard to the LCB electing its own Chair and the elected individual attending Corporation meetings. The Board was reminded of the importance of the communication flows between the LCB and the Corporation and the constraints on Corporation membership categories.
- The Board noted that sports kit in the new College colours had been provided.
- The Board was advised that a UK licence was in the process of being obtained for a member of the maintenance team to drive the mini bus. The Board noted that the transport facilities for the College as a whole were to be reviewed.
- The Board noted that two of the three staff members and the new member from West Sussex Learning Partnership had attended an induction session. A further session would be arranged for the third staff member as soon as possible.

Risk Management

- The Board considered the Health & Safety Report for the campus, noting the two violent incidents and the action taken.
- A staff member volunteered to represent the LCB on the Health & Safety Advisory Group.

Staff Matters

- The Board noted the update on phase 1 of the building project.

Student Matters

- The Board was pleased to note that the debating event with local politicians had gone well and received good press coverage. Students had entered a national debating competition and were due to attend the first round in Brighton shortly.
- The Board noted the recent discussions with Thornfields who were tasked with developing the vision for the proposed regeneration of the town. It was considered that this was a good opportunity for students and the College as a whole to be involved in the consultation process. The Board acknowledged however, the concerns of the Student Members for the need to obtain representation from a broader group of young people.

Setting up of Haywards Heath Local Community Board

- The Board considered the Report summarising the current shaping of the LCBs and noted the two distinct types of LCB for 14-19 year olds and skills.
- The Board noted that the Crawley LCB was in the process of being set up. East Grinstead was expected to be set up during February, the Burgess Hill LCB would follow shortly and for academic reasons it was considered appropriate for the Horsham LCB to be incorporated into the Crawley LCB at this stage.
- The Board considered that Equality & Diversity, Special Needs and Health & Safety should be included within the remit of the LCBs.
- The potential difficulty of recruiting members to the non-decision making LCBs was acknowledged. The Board considered that a local Head Teacher should be represented on the Haywards Heath LCB and "Local Organisations" should be added to the stakeholder list to provide the opportunity for representation from those groups/individuals who could add value to the Board.

- The Board explored the potential for short term working groups to be set up as required for a defined project/purpose and timescale.
- The Board recommended the following terms of office for LCB members;

Parent Member	2 years
Student Member	1 year
Other membership categories	4 years

Finance

- The income and expenditure accounts for the campus was received and the Board noted the variances against budget.

Curriculum, Quality & Standards

- The Board considered the enrolment figures and trends for the campus and endorsed the proposed efforts planned for improving enrolment at the campus.
- The Board was pleased to note the attendance and retention data provided.

Draft Self-Assessment Report 2005

- The Board considered the draft Self-Assessment Report 2005 and the Development Plan 2006 and noted that the Reports had been prepared earlier than in previous years in line with the cross college self-assessment process. The Report is provided in the new format to follow the Ofsted Cycle 2 inspections.
- The results of the moderation process were welcomed, in particular that 3 curriculum areas had received a grade 1 (outstanding) for the first time.
- The issue of additional support was considered and the need for this to be quantified to ensure students are receiving enhanced value from the additional support provided. It was agreed that a monitoring exercise would be undertaken to ensure the additional support in place is appropriate to those students and provides value for money.

Community

- The Board noted that 550-570, 14-17 year olds are now receiving vocational training across the College as a whole. The demand for catering, hairdressing and beauty therapy was highlighted.
- Gender issues in relation to vocational training were considered and the Board was encouraged to note the efforts to increase female learners onto motor vehicle and construction courses. The importance of role models was highlighted and the Board was further encouraged that the College had a female staff member in the construction teaching team at Crawley campus.

Strategy

- The Board noted that the Strategic Plan for the new College was required by February 2006. The draft 14-19 strategy was outlined and considered along with the consultation process.
- The invitation to attend the external stakeholders meeting on 11th January was noted but the Board considered that it would be helpful if an additional meeting of the LCB was arranged in January if required, to enable an appropriate forum for discussion.
- The Board was invited to view the plans for the College masterplan. It was noted that the masterplan was in 4 stage with the English & Performing Arts block the first stage.
- An update on the consultation sessions with local residents was received. The Board noted the concerns raised by residents and the efforts to try and address the issues raised.
- The Report outlining the Capital and Special Projects for the College as a whole was received and noted.

- The role of the Local Councils in the project was debated. It was noted that the major agencies with an interest in the project had been consulted.

Staffing

- The staff update report was noted.

Any Other Business

- Concern was expressed over the lack of press coverage of the launch of the new College in the local paper. It was considered that further work was required with the local media.
- The Board considered the meeting had provided the opportunity for constructive and interesting debate on a number of issues.