

## CENTRAL SUSSEX COLLEGE

### Report of the Haywards Heath LCB Meeting – 27<sup>th</sup> September 2006

#### Tour of Crawley Campus

- The Board undertook a tour of the Hospitality Kitchens, the Hair and Beauty Salon, Engineering and Building Services.

#### Appointments and Membership

- The Board was advised of the resignation of Mike Allen from the Corporation. The Board wished to record a vote of thanks to Mike Allen for his sterling work undertaken, particularly on behalf of the Haywards Heath Corporation.

#### Purpose of the LCB – Review of Remit/Terms of Reference

- The purpose of the LCB was discussed in detail, it was agreed that the Board needed to re-develop its role to add value to the Corporation and support and complement the work of the Corporation particularly in monitoring quality. The importance of balancing the needs of the local campus(es) and reflecting their individuality whilst bringing value to the Corporation was highlighted. A number of suggestions to develop the role of the LCB were explored and further time was requested to reflect.

#### Risk Management

- The Health & Safety Report for the campus was noted. The Board recognised the need for a higher threshold of care for those staff/students with a disability and requested the College ensure this is considered when undertaking any risk assessment.

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#### Staff Matters

- There were no items raised.

#### Student Matters

- The issue of Student ID Cards was raised and discussed in detail. It was agreed to raise the issue with the College Leadership Team.

#### Curriculum, Quality & Standards

- The excellent exam results were noted. The Board considered the potential effect on students as a result of the prolonged absence of their usual teaching staff and how any detrimental effect on the students learning can be mitigated.
- The enrolment figures were noted and discussed.

#### Strategy

- The Board received an update on the Haywards Heath Campus Property Strategy.
- It was noted that the interviews for the new Faculty Directors were taking place that week. Two staff at Haywards Heath campus had been matched to posts at this campus.
- The Board considered the proposed Mission, Vision and Values. The proposed Mission Statement was well received by the Board and a small number of changes were recommended to the Vision and Values.

### Staffing

- The Staff Update Report was noted.

### Any Other Business

- The role of Board Members was discussed and considered to be community advocates and critical friends. It was agreed that whilst respecting the values of mutual respect to their staff colleague, their role was to seek information and probe areas of concern to satisfy themselves that issues are being appropriately addressed.
- The Annual Assessment Visit Re-Inspection on 17-18 October was noted.