

**MINUTES OF A MEETING OF THE CORPORATION CAPITAL COMMITTEE
HELD ON WEDNESDAY 15 JULY AT 13:15 PM UNTIL 15:15 PM IN ROOM A7 AT THE ISLE OF WIGHT COLLEGE**

GOVERNORS PRESENT:	Peter Conway	Chair
	Dr David Wake	Vice Chair
	Mrs Debbie Lavin	Principal
	Dr Nick Sinnamon	Governor
IN ATTENDANCE:	Mrs Lynne Christopher	Deputy Principal
	Mr David Loudon	Project Manager
	Mrs Tracey Bull	College Accountant

ACTION

77/15 APOLOGIES

Mr Derek Kingsland – Resource Manager

78/15 DECLARATIONS OF INTEREST

There were no declarations of interest.

79/15 APPROVAL OF THE CONFIDENTIAL CAPITAL COMMITTEE MINUTES OF THE 17th JUNE 2015

Members agreed to address the matters arising as part of their consideration of the meeting agenda items.

80/15 CAPITAL WORKS: RISK MANAGEMENT

Members agreed to address the risk management matters when considering the individual project reports.

81/15 CONSTRUCTION REPORT ON SLDD/PATHWAYS FROM PICK EVERARD

Following discussion between the Principal and contractors the College were informed that the Pathways building would be available on 24th July 2015. However, indications are that works will not be completed by that date. The Principal asked that a letter be sent to Stonehams expressing concern and that this is not acceptable, particularly given the vulnerable nature of the students using the building.

Chair

The Project Manager advised that the College should not accept the building until in receipt of a practical completion certificate and the indications are this will not be obtained by 24th July 2015.

Members questioned why the risk register, compiled by Pick Everard, did not identify a red risk rating on the risk register at G12. They queried at what point this risk would become red rather than remaining at amber? It was noted that in practical terms it appeared that little could be done to speed up building progress as the contractors have already increased staffing levels.

The Deputy Principal stated that the 10th August 2015 is the absolute latest date to occupy the building without a significant negative impact on the students. It was agreed that the Pathways staff should develop a contingency plan.

LC

The Principal requested a budget/costing update and was informed that there was a total of £14K contingency remaining.

The Committee agreed the following for immediate action:

1. A letter be sent by the Chair to the Stonehams MD regarding the building over-run.
2. A letter be sent to Pick Everard regarding risk monitoring/reporting and project overview.
3. A meeting be arranged with Pick Everards and Stonehams.
4. A contingency plan be produced by the Pathways staff.
5. The Project Manager to clarify Pick Everards contractual responsibility.

82/15 CONSTRUCTION REPORT ON THE STEM BUILDING FROM PICK EVERARD

The Chair raised questions regarding; the attenuation tank and the lift and was informed that these matters have been resolved. Members noted the roof ponding issue is being actively pursued following a roof inspection and the Project Manager will provide an update at the next meeting.

DLo

The Committee CONSIDERED the Report

83/15 CONSTRUCTION REPORT ON THE SOLENT LEP PROJECT FROM PICK EVERARD

Members noted that confirmation of funding approval was received from SLEP on 18th June 2015 for a single-phase construction and additional fees for this work are to be confirmed. The Local Planning Authority has issued the planning approval document with no onerous conditions and the brief is complete apart from some information required from GKN. Progress with the sites services commission is stalled until the payments can be made to the service providers. The laying of the sub-station slab before 14th September 2015 is required to meet the funding conditions from SLEP.

The Principal identified three areas of concern; regarding the assigned Pick Everard project manager ; the equipment funding shortfall and the transfer of the QS role to a compliance inspector.

The Chair endorsed the need for a high quality QS and project manager. The College project manager explained the role of a compliance manager as ensuring that contract criteria are fully complied with i.e. is what is being built what was agreed to be built? Members asked the College project manager what the benefits were of removing QS from Pick Everard? He stated that there would be more rigour in the QS process, although Pick Everard have now appointed a new QS. It was agreed to retain the nominated Pick Everard QS, based on the changed personnel and appoint the Sweet Group as compliance inspector.

The Chair stressed to the College project manager that all contracted parties must be clear that no project over-run can be permitted and their most experienced staff must be assigned to the project.

DLo

The Chair asked how the equipment funding shortfall issue can be addressed and what the actual shortfall was? The College project manager was asked to quantify the cost of all required equipment.

DLo

It was suggested that consideration should be given to obtaining sponsorship from the individual equipment and package suppliers.

LC

The project manager was asked to forward the room data sheets and specifications to Dr Wake.

DLo

Members asked if the College was contracting with Balfour Beatty PLC or Balfour Beatty Group Ltd. (national) and the College Accountant was asked to check this.

TB

The College Accountant asked a question regarding Appendix G, where the total cost was shown as £6,966m compared to £6,675m elsewhere. The College project manager was asked to review this.

DLo

The Committee CONSIDERED the Report

84/15 CASH FLOWS FOR PATHWAYS, STEM AND SOLENT LEP PROJECT

The College Accountant informed Members that there is a positive cash -flow and the overdraft is unlikely to be required.

The Committee NOTED the Report

85/15 INTERNAL PROGRESS REPORT ON PATHWAYS, STEM AND SOLENT LEP PROJECT

It was agreed that all matters had been considered in earlier discussion.

The Committee NOTED the Report

86/15 APPOINTMENT OF COMPLIANCE INSPECTOR

The Committee recommended to Corporation the appointment of the Sweett Group as the Solent LEP Project compliance Inspector

87/15 UPDATE ON SALE OF E BLOCK

The Committee NOTED there had been no further progress

88/15 ANY OTHER BUSINESS

There were no items of any other business.

89/15 DATE AND TIME OF NEXT MEETING:

Wednesday 30th September 2015 at 13.15 to 15.15 – room TBA.

Chairman: _____ Date: _____

<p>MISSION STATEMENT: Putting Students First Working for Employers Supporting Our Community</p>
--