

**MINUTES OF A MEETING OF THE CORPORATION CAPITAL COMMITTEE
HELD ON WEDNESDAY 17 JUNE AT 12:30 PM UNTIL 15:00 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
	Mr Derek Kingsland	Resource Manager

ACTION

64/15 APOLOGIES

Brian Bowker - Clerk to the Corporation, Mrs Tracy Bull -College Accountant

65/15 DECLARATIONS OF INTEREST

There were no declarations of interest.

66/15 APPROVAL OF THE CONFIDENTIAL CAPITAL COMMITTEE MINUTES OF THE 28 April 2015

With the exception of the last paragraph of minute 60/15, the minutes were approved as a true record of the meeting. This paragraph to be replaced by:-

“The Project Manager informed members that in the submission to the Solent LEP there is a sum against the purchase of land of £500k. This amount was set aside to ensure that we had sufficient funds to cover the cost of purchasing the land and other infrastructure costs that have not been included in the project costs:

Purchase of Land	£185K
VAT on Land Purchase	£37k
Transfer of Freehold	£1
SSE Increased size of Sub-Station	£30k
Design of Soak Away on Plot A	£18K (estimated)
Reliance on Site Investigations	£3k (estimated)
Construction of Soak Away Swale	£85k (Estimated)
Total	£358,001
Balance of Contingency	£141,999

67/15 MATTERS ARISING FROM THE MINUTES OF THE 28 APRIL 2015

55/15 (43/15) - The sale of 38 Dodnor Lane was completed on 29/5/2015, members asked for details of the income and costs. These have been added post meeting and are:-

	£	£
Sale Price		132,000.00
Less		
Official Copy Entries	9.00	
Estate Agents' Fees	1,800.00	
Legal FEES		
Legal Charges	795.00	
VAT on legal Charges	159.00	
Fee for Arranging Telegraphic Transfer	40.00	
VAT	8.00	
Balance		£129,189.00

55/15 (45/15) - The Campus Manager/Health and Safety Officer is undertaking a Risk assessment.

57/15 – A response regarding the water ponding on the roof is still awaited from Pick Everard

68/15 CONSTRUCTION REPORT ON THE PATHWAYS BUILDING FROM PICK EVERARD

Concern was expressed regarding the delay in completing the building and the knock of effect for decanting across the college during the summer vacation particularly for the SLDD students and their families. The latest date for decanting for the SLDD Department is 10th August 2015.

The original completion was 8th May 2015; an extension was requested for 26th June but no substantive reasons given so no formal extension has been given. The latest programme plan shows completion on 18th July 2015 but this is considered unachievable and more likely the end of July 2015. The hold-up appears to be with the Mechanical and Electrical installation and Stoneham's ability to manage the sub-contractor.

The sizing of the mains water pipe may not be the correct size and is being investigated however; this would not cause a delay in construction.

DLo

A letter from the Principal is being sent to the Managing Director of Stoneham's requesting they meet and explain why the project is behind and how will this be corrected. The Chair and Vice Chair would be available to attend this meeting if required.

DL

Pick Everard (Rod Burton) as Project Managers to be contacted to explain the delay.

LC

Any formal delay in the programme could incur additional costs.

The Committee CONSIDERED the report.

69/15 CONSTRUCTION REPORT ON THE STEM BUILDING FROM PICK EVERARD

A snagging list has been compiled and is due to be completed by the end of June 2015.

There is a problem with the lift and the manufacturer is visiting the site next week.

The attenuation tank is not draining correctly and an investigation is underway.

DLo

In general, the building is very good but let down by poor external works e.g. pathways and steps.

The Computing Section has moved into the building and is helping with the testing of IT systems.

Due to budget constraints existing furniture and equipment is being relocated to the building however where funds can be found new items will be purchased.

Final accounts are being completed between the Contractor and the College Quantity Surveyors.

Open days for the building are being held on 25th & 26th June 2015 with local primary schools attending.

The Committee CONSIDERED the report.

70/15 CONSTRUCTION REPORT ON THE SOLENT LEP PROJECT FROM PICK EVERARD

Agreement in principle for the project has been given but a confirmation letter is still awaited.

However, agreement is in place for £3.8m and a 55-week programme; funds are being drawn down with £867k on 1st June 2015 and a further £150k at the end of June 2015.

The Chair thanked DL, LC and DLo for their recent presentation to the Solent LEP.

The implementation plan for 55-weeks with milestones is being compiled however; clarification has been requested regarding Job safeguarding numbers.

The Project Manager confirmed that GKN have been involved in the building plans and had provided details of some specialist equipment.

A preconstruction contract for £27k with Balfour Beatty under the IESE framework was past to the chair

PC

for signature. This has been checked by Bond Dickinson.

A schedule of meetings was tabled including Framework Gateway meetings it was highlighted that the construction contract will be ready for signature on 29th September 2015.

A guarantee from Balfour Beatty was still pending.

DLo

Planning approval is expected on the 26th June 2015, NS asked whether more prominence of the Isle of Wight College in the form of signage was possible.

DLo confirmed that there is no archaeological interest in the site.

Zero rated VAT is possible on the building based on less than 5% business use, this needs checking as the Fareham project were advised they had to pay VAT and did. VAT is included in the LEP funding.

DLo

It was reported that the Solent LEP project manager (Mark Griffin) has moved to another project.

The Committee CONSIDERED the report.

71/15 CASH FLOWS FOR PATHWAYS, STEM AND SOLENT LEP PROJECT

The Principal requested that predicted figures also be shown on the cash flows.

The Committee NOTED the current cashflow and that there were no issues.

72/15 INTERNAL PROGRESS REPORT PATHWAYS AND STEM PROJECTS

The project Manager highlighted that Zero Rated VAT on the buildings requires robust accounts are maintained over a ten-year period to ensure that the 95%, 5% non-business and business use respectively be monitored.

TB

The Committee CONSIDERED the report.

73/15 FINANCE UPDATE ON PATHWAYS AND STEM

It was noted that the HCA grant was not a risk.

The Committee CONSIDERED the report.

74/15 UPDATE ON SALE OF E BLOCK

Still awaiting buyer commitment who in turn is awaiting a contract agreement with Stannah Lifts

75/15 ANY OTHER BUSINESS

It was agreed that Sweet Group Ltd (formerly Cyril Sweet) be approached as Quantity Surveyors for the Solent LEP Project.

DLo

76/15 DATE AND TIME OF NEXT MEETING:

Wednesday 17 July 2015 from 11:15 to 14:15 pm – room TBA.

Chairman: _____ Date: _____

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