

MINUTES OF A MEETING OF THE CORPORATION CAPITAL COMMITTEE
HELD ON WEDNESDAY 29 SEPTEMBER 2016 AT 12.45PM UNTIL 14.45PM AT THE CECAMM SITE, WHIPPINGHAM
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:	Ms Lynne Christopher	Deputy Principal
	Mr Derek Kingsland	Resource Manager
	Mr David Loudon	Project Manager
	Mr Brian Bowker	Clerk

ACTION

1/16 APOLOGIES

Ms Tracy Bull, College Accountant (H)

2/16 DECLARATIONS OF INTEREST

There were no declarations of interest.

3/16 MINUTES OF THE MEETING OF 22 JUNE 2016

The minutes were APPROVED as a true record of the meeting.

4/16 MATTERS ARISING FROM THE MINUTES OF THE 22 JUNE 2016

It was noted that all the Matters Arising had been addressed.

5/16 INTERNAL PROGRESS REPORT ON CECAMM

Members considered the report and the Project Manager provided a brief update on progress and in particular regarding the Swales. He also informed the meeting that he is liaising with HCA to arrange the road resurfacing in February 2017.

The Chair asked about the foul pumping station and was informed that a date has been agreed with Southern Water for installation. The Chair also asked about IT and the Project Manager stated that IT requirements and infrastructure is being assessed to ensure compatibility with existing College systems. A further question was asked about the Travel Plan and Members were assured that there were no concerns regarding the plan.

The Chair asked the Project Manager to monitor and manage the building developments very closely to ensure that pressure is maintained on the contractors and deadlines are achieved.

DL

The Committee CONSIDERED the report.

6/16 CECAMM CASHFLOWS

Members considered the cashflow data and questioned the Project Manager who stated that there were no concerns regarding cashflow.

The Committee CONSIDERED the report.

7/16 PICK EVERARD PROGRESS REPORT ON CECAMM

The Chair reminded Members that a comprehensive and detailed report had been emailed prior to the meeting. He then focused on the potential one-week delay and the Balfour Beatty response and asked what action was being taken to mitigate this risk. The Project Manager responded and provided the Committee with details of the action being taken to make up the delay and stressed that he was closely monitoring the situation.

A question was asked regarding the £112k identified in the contingency and how this matched the risks identified in the latest Risk Assessment (circa £65k). A satisfactory response was provided and the Chair stated that the CECAMM project is a complex one and difficult to manage and the College must ensure that there are no overruns and therefore tight control must be maintained throughout the project.

The Committee CONSIDERED the report.

8/16 MINUTES OF CECAMM PROGRESS MEETINGS HELD ON 30 JUNE 2016 AND 18 AUGUST 2016

The Committee NOTED the minutes.

9/16 PETER MARSH CONSULTING PROGRESS REPORT

A question was asked regarding recommendation c on page 4 of the report regarding FFE requirements and the Project Manager responded to the satisfaction of the Committee. A further question was asked regarding the post-meeting note on page 13 of the report and it was agreed that reference to “£112k committed” in the last line of the report should read “£112k remaining”.

The Chair asked that reconciliation of figures between Balfour Beatty/Pick Everard/the College should be undertaken and a clear statement of the risk contingency, ie risk monies spent against risk monies allocated, and provided at the October 2016 meeting.

TB

The Committee CONSIDERED the report.

10/16 INTERNAL PROGRESS REPORT ON PATHWAYS

The Chair asked for an update on progress in addressing the hydrotherapy pool issues and was informed that the pool is still not in use. The Project Manager was asked what action is required for all outstanding defects and when will required action be taken.

The Project Manager informed the Committee that he had emailed Stonehams to indicate he was seeking Governor approval to take legal action against them. If approved, Stonehams will be notified that the College will take action to remedy the issues and costs will be deducted from the final Stonehams’ account.

The Principal requested an independent report on the hydrotherapy pool to identify the specific problems and quantify the cost of rectifying. Specifically, she asked for a report outlining what the problems were, how they could be rectified, what the costs would be, when the works would be undertaken and by whom.

DLo

Approval was given to the Project Manager to formally notify Stonehams that the College will now take legal action against them.

DLo

The Committee CONSIDERED the report.

11/16 CASHFLOWS ON PATHWAYS

The Committee CONSIDERED the report.

12/16 PICK EVERARD PROGRESS REPORT ON PATHWAYS

Members considered the report and a question was asked regarding the heat exchanger and the Project Manager responded to Members' satisfaction.

The Committee CONSIDERED the report.

13/16 INTERNAL PROGRESS REPORT ON STEM

The Chair asked a question regarding the PVs and the Project Manager provided an update on the relevant issues. The Chair then suggested that rectifying the hydrotherapy pool issues should be the top priority and addressing the PV matters should take place at a later date.

The Committee CONSIDERED the report.

14/16 PICK EVERARD PROGRESS REPORT ON STEM

The Committee CONSIDERED the report.

15/16 ANY OTHER BUSINESS

The Chair asked if progress was being made regarding an official opening of the STEM building and he was informed that (Sir) Terry Morgan has been approached to open the building.

The Project Manager informed Members that three College representatives could attend the LABC Awards on 28 November 2016 in London. It was agreed that the Chair would identify three appropriate representatives.

Chair

The Project Manager notified Members that good progress has been made regarding the College boundary drainage and that there was the potential for 50% funding towards ongoing maintenance.

16/16 DATE OF NEXT MEETING

Wednesday 19 October 2016 at 13.15hrs – 15.15hrs in Room L8

Chairman: _____ Date: _____

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