

CAPITAL COMMITTEE

TERMS OF REFERENCE

MEMBERSHIP	Mr Graham Cooper	Chair
	Mrs Jessica Garbett	Vice Chair
	Mrs Ros Parker	Principal
	Mr Graham Barnetson	Member
	Mrs Christine Palmer	Member
	Mr Chris Goddard	Co-opted Member
IN ATTENDANCE	Mrs Stephanie Taylor	Director of Governance
	Ms Fidelma Washington	Chief Operating Officer & Deputy CEO
	*Mrs Tracy Bull	Director of Finance
	*As and when required	

STATUS

The Capital Committee will report directly to the Corporation and is a committee of the Corporation. The purpose of the Committee will change depending on the nature of the Capital works being overseen and the Committee will stand down when no projects are being delivered.

PURPOSE

1. To oversee any significant building contracts undertaken by the College on behalf of the Corporation.
2. To ensure that all bids are in accordance with the College strategic plan and estates strategy.
3. To ensure that all bid submissions are in accordance with the College Financial Regulations.
4. To approve the letting of contracts of up to £200k in value. (Contracts over £200k will require the approval of the full Corporation).
5. To report and make recommendations to the Corporation.
6. To provide advice and guidance on the development of College building projects as required.
7. To monitor building project progress and receive copies of the minutes of the Project Team meetings.
8. To ensure that the College carries out due diligence.

QUORUM

- Three Governors

MEETING

- Meetings will be monthly or additionally as requested.

Approved at Corporation July 2023.

The Committee will meet as and when required to address Capital works in the College.