

**CAPITAL COMMITTEE
TERMS OF REFERENCE**

MEMBERSHIP	Mr Graham Cooper Dr Nick England Mrs Debbie Lavin Mrs Christine Palmer	Chair (Chair of Audit Committee) Vice Chair (Chair of Corporation) Principal (Vice Chair of Corporation)
IN ATTENDANCE	Mr Brian Bowker *Mrs Lynne Christopher *Mr Peter Thompson *Mrs Tracy Bull *Mr Derek Kingsland *As and when required.	Clerk to the Corporation Special Projects Manager Assistant Principal (Finance & Resources) Director of Finance Resource Manager

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 £500k 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 by Corporation at the October 2021 meeting.

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