

**MINUTES OF A MEETING OF THE CORPORATION CAPITAL COMMITTEE  
HELD ON WEDNESDAY 25 APRIL 2018 AT 4.30PM UNTIL 5.30PM IN ROOM L8  
AT THE ISLE OF WIGHT COLLEGE**

<b>GOVERNORS PRESENT:</b>	David Wake	Chair
	Dr Nick Sinnamon	Vice Chair
<b>IN ATTENDANCE:</b>	Mrs Debbie Lavin	Principal
	Mr Graham Cooper	Governor
	Ms Lynne Christopher	Special Projects Advisor
	Mrs Tracy Bull	College Accountant
	Mrs Jenny Webb	Campus Manager
	Mr Brian Bowker	Clerk to the Corporation

**ACTION**

**1/18 APOLOGIES**

There were no apologies.

**2/18 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3/18 MINUTES OF THE MEETING OF 12 JULY 2017**

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

**4/18 MATTERS ARISING FROM THE MINUTES OF THE 21 JUNE 2017**

The Principal and Special Projects Advisor provided updates addressing matters arising relating to GKN equipment, rainwater harvesting, solar panels and retention monies.

**5/18 PICK EVERARD REPORT ON CECAMM**

The Special Projects Manager updated the Committee on outstanding defects with the CECAMM building and confirmed that there were no significant issues remaining, with the front door mechanism and argon gas issue being the priorities and these are being addressed.

The Principal thanked all the staff involved in addressing the defects.

The Committee NOTED the report.

**6/18 RECONCILIATION OF THE FINAL CECAMM BUDGET**

The College Accountant informed Members that a detailed reconciliation has been prepared for the CECAMM project build and she took Members through the summary paper. She reminded Members that the projected total cost was £10,952,000,023 and the actual spend to date was £10,760,000,707. She then listed projected expenditure

totalling £191,317, giving a total projected spend of £10,952,023,000, assuming no other unknown spend.

The Chair noted the very positive outcome to what was a significant project and thanked all the staff involved in the successful outcome.

The Committee NOTED the final reconciliation figure.

**7/18 INTERNAL REPORT ON NEW BUILDS: CECAMM, HYDROTHERAPY POOL, COMPOSITES PROJECT AND INSTITUTE OF TECHNOLOGY**

The Committee noted the progress on the above new builds and expressed their satisfaction that the hydrotherapy pool is now operational. The Principal asked that detailed maintenance schedules be produced for the pool and routines be established and implemented. The Chair requested confirmation that there is a comprehensive warranty on the hydrotherapy pool.

**JW**

**LC**

Members noted that the composites project is nearing completion and will be ready for curriculum access in May 2018. The Principal then provided an update on the Institute of Technology bid but felt that a positive outcome was unlikely.

The Committee CONSIDERED the report.

**8/18 FINAL CECAMM PROJECT EVALUATION REPORT SUBMITTED TO THE LEP IN FEBRUARY 2018**

The Special Projects Advisor informed Members that the College had submitted a final report by the required deadline but to date no feedback had been received and no further report is required. The Chair requested formal acknowledgement from the LEP that they had received and considered the final project report.

A Member congratulated the College on the quality of the report and asked what lessons had been learned from the delivery of this project. For example, was the procurement process effective? The Committee were informed that it was in the early stages but less so in the latter stages and that would be taken into account for future projects. Further questions were asked regarding the power delay, the relationship with Pick Everard and whether the College would use the same internal management and monitoring approach for future projects. With regard to the latter, it was felt that the Capital Committee had proved to be a very effective body for overseeing complex capital projects.

Following discussion, it was agreed that the Capital Committee should be convened on an annual basis to review the College's Property Strategy. The Clerk was asked to include a meeting date in February on the 2018/19 meetings calendar.

**Clerk**

The Committee CONSIDERED the report.

**9/18 LEP DELTA RETURN JANUARY 2018**

The Committee noted that the Special Projects Advisor is completing the return on a two monthly basis for the foreseeable future.

The Committee NOTED the report.

**10/18 COLLEGE PROPERTY STRATEGY**

The Principal provided the background context to the draft Property Strategy and following discussion, it was agreed that given the complexity and importance of the strategy, a single item agenda meeting should be convened in May 2018.

**Clerk**

**11/18 ANY OTHER BUSINESS**

There were no items of any other business.

**12/18 DATE OF NEXT MEETING**

Wednesday 23 May 2018 at 14.15hrs – 15.15hrs in Room A7

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_

**MISSION STATEMENT:  
Putting Students First  
Working for Employers  
Supporting Our Community**