

**CAPITAL COMMITTEE  
TERMS OF REFERENCE**

<b>MEMBERSHIP</b>	Mr Peter Conway	Governor (Chair)
	Dr David Wake	Governor (Vice Chair)
	Mrs Debbie Lavin	Principal
	Dr Nick Sinnamon	Governor

<b>IN ATTENDANCE</b>	Mrs Lynne Christopher	Deputy Principal
	Mr David Loudon	Project Manager
	Mr Derek Kingsland	Resource Manager
	Mr Brian Bowker	Clerk to the Corporation

**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**

- To oversee any significant building contracts undertaken by the College on behalf of the Corporation.
- To approve the letting of contracts of up to £500k in value. (Contracts over £500k will require the approval of the full Corporation).
- To report and make recommendations to the Corporation.
- To provide advice and guidance on the development of College building projects as required.
- To monitor building project progress and receive copies of the minutes of the Project Team meetings.
- To ensure that the College carries out due diligence.

**QUORUM**

- Three Governors

## MEETING

☐ Meetings will be monthly or additionally as requested.

**Considered by Corporation at the 23 November 2016 meeting.**

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