

MINUTES of the MEETING of the NEW CAMPUS PROJECT BOARD held in the Management Meeting Room, Longman on Tuesday 31 March 2015

PRESENT: Louise James, Fiona Larg, Colin McEwen Donella Steel, Diane Rawlinson, Garry Sutherland, John Wilson
CHAIR: Garry Sutherland
APOLOGIES: Maria Roberts, Student President
ATTENDING: Anna Daley, New Campus Project Director
Niall McArthur, Director of Corporate Services
Peter Baxter, Gardiner & Theobald
Julia Kennedy, SFT
PA to Principal

1. MINUTES

The minutes of the Meeting of the New Campus Project Board (Open and Closed sessions) held on 5 March 2015 were **AGREED** as a correct record and were **APPROVED** and signed.

2. PROJECT STATUS REPORT

Peter Baxter spoke to the Project Status Report, highlighting a number of key issues as follows:

Programme Update

There were still major concerns that the revised programme produced by Morrisons was not achievable. Morrisons had proposed a phased handover. The College was not inclined to accept a phased handover and had been strongly advised by SFT that to do so would incur a high level of risk. The NCPB agreed to decline the proposal of a phased hand over to the new building and prepare a contingency plan should the project be delayed.

The Board expressed concerns regarding the recent loss of the Morrisons' Project Director, Jeff Hedley, due to injuries sustained while he was on holiday. The College had been informed that Scott Alexander would be covering the Project Director's role for the duration of the project.

Following a wide ranging discussion, the Project Board **AGREED** that

- a) Morrisons should be held firmly to the deadline date of 1st of May and await official information regarding this.
- b) The College should anticipate and prepare for further negotiations should they arise.
- c) Contingency proposals should be prepared for project management should the project be delayed.

Nursery

The nursery contract had been awarded by Morrisons and work was expected to begin soon.

Group 2 update

The College continued to challenge the inclusion of flues in the Group 2 budget. Legal advice had been sought regarding the potential cost of pursuing the College argument and the likelihood of success. This advice would be the subject of a future report to the NCPB.

Soft landing, testing and commissioning

The programme for this issued by Morrisons still did not show the integration with College activity during the run up to completion. Anna Daley continued to pursue this with the contractor.

BREEAM

Progress was being made in regard to BREEAM however there was a concern that the this progress was slow and did not appear to be a priority for the contractor.

Finance

The Board advised that continuing regular reassurance from Niall McArthur, with regards to costs, reassured them that the project was financially viable.

3. DATE OF NEXT MEETING

It was **AGREED** that the next meeting be held on 30th April at 11:00.

Signed by the Chair:



Date:

30th April 2015