

MINUTES of the MEETING of the OPEN SESSION of the NEW CAMPUS PROJECT BOARD held in the Management Meeting Room, Longman on Thursday 5 March 2015

PRESENT: Louise James, Fiona Larg, Colin McEwen Donella Steel, Diane Rawlinson, Maria Roberts, Garry Sutherland, John Wilson

CHAIR: Garry Sutherland

APOLOGIES: -

ATTENDING: Anna Daley, New Campus Project Director
Niall McArthur, Director of Corporate Services
Peter Baxter, Gardiner & Theobald
Julia Kennedy, SFT (by teleconference)
College Secretary

1. MINUTES

The minutes of the Meeting of the New Campus Project Board held on 3 February 2014 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.

Group 2 equipment costs

Further meetings had taken place with Morrisons and the position of the college on the flues had been reiterated as well as the desire to see value for money. The costs had been resubmitted and now stood at £1,783K (excluding VAT)

Group 3

The main furniture tender had been awarded. Remaining tender submissions for technical equipment and some specialist equipment for hairdressing, beauty therapy and hospitality were due to be returned by 19th March and orders placed by 20th April.

Nursery

Planning and building control approval had been received and the Care Commission were satisfied with the design of the nursery. However, the lower of the two tenders submitted was over £100k in excess of the price which had been indicated as achievable at the last meeting. Peter Baxter explained that the higher tender price was as a result of additional costs associated with canopies required by the Care Commission, an add-on cost by Morrisons for managing the contract and insurance related costs.

The Board expressed its concern that although the design had not changed, the price of the Nursery had risen well in excess of the price previously assured. They referred Peter Baxter to his expressed confidence in the previous meeting that £450,000 was achievable.

The Project Board discussed the affordability of the build and the Director of Corporate Services advised that the contingency sum which had been set aside for Group 3 could be put towards the build and therefore the nursery was affordable.

There was also discussion on the £70K contribution from Morrisons towards the legacy building. This figure did not appear to relate to provision of the contribution of the nursery that Equitix had agreed to in their letter of December. Furthermore, it appeared that Morrisons were drawing back most, if not all of this sum in management and overhead costs associated with oversight of the nursery build. The Board agreed that this contribution had to be challenged.

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

- a. a letter be sent to the Programme Director of Galliford Try highlighting all the current concerns and seeking confirmation of the commitments which had previously been given
- b. a report be issued to members of the Project Board setting out recommendations on the tender submission following further negotiation with Equitix
- c. the Director of Corporate Services update the new campus financials and circulate to the Project Board members

Soft landing, testing and commissioning

Peter Baxter advised that there was considerable concern over the position on finalising the soft landing/commissioning programme for review. A final commissioning document was expected next week but the main concern centred on the resources on site which were deemed to be inadequate given the short period remaining in the contract programme. This in turn raised serious concerns on issues of quality. There appeared to be a disconnect between the commissioning schedule and the overall programme. In addition, there were concerns over the level of service being provided by the Independent Tester working on behalf of the College.

Programme

There were still major concerns that the revised programme produced by Morrisons was not achievable. This had been discussed in the closed session.

It was **AGREED** that the Programme should be shown as a Red risk in the RAG report.

Quality

The Clerk of Works was tracking the quality issues.

M&E Installation

The concerns over the level of resources on site were covered above.

Utilities

Electricity, Gas, Water and IT/Telecoms issues were all progressing

BREEAM

Overall progress was being made and the percentage was increasing at Beechwood. It was anticipated by both building would achieve the target set.

3. DATE OF NEXT MEETING

It was **AGREED** that the next meeting be held on Tuesday 31 March at 8.30 a.m.

Signed by the Chair:

Adam Gray

Date:

31st Mar 2015

