

# HAVERING SIXTH FORM COLLEGE

## MINUTES OF THE MEETING OF THE BUILDINGS COMMITTEE held on Wednesday 22<sup>nd</sup> January 2014 at 5.30 p.m. in room S6

Present: Rodney Eborn , Paul Trueman, Paul Wakeling,

Apologies: Roger Hawkins (Clerk), Gareth Blanks (Project Manager), Tony Ingram (Premises Manager)

In attendance: Maria Jorysz Finance Director

In the Chair: Rodney Eborn

In the absence of Roger Hawkins, Maria Jorysz acted as clerk for the meeting		
B/14/01	<b>Declarations of Interest</b> No declarations were made.	
B/14/02	<b>Urgent Business</b>  None	
B/14/03	<b>Declarations of interest</b>  None	
B/14/04	<b>The BCIF Application for Building Project Funding for 2014/15</b> <i>BCIF draft application form for 2014/15; Fusion report; G. Blanks email 21<sup>st</sup> January 2014;</i>  <b>i. Background</b>  Paul Wakeling gave a brief resumé of the rationale for the Newcourt replacement project. The Chair asked for further clarity on the proposals. The following is a summary of the responses. <ul style="list-style-type: none"> <li>• If the College is unsuccessful in its bid for BCIF funding, no part of the project will be undertaken</li> <li>• The three phases are independent, such that if subsequent funding is not forthcoming, phase one can stand alone.</li> <li>• The plan is that Newcourt remains standing until all three phases have been completed. If subsequent funding were not available, further consideration would have to be given to the future of Newcourt.</li> <li>• The maths department has been consulted on its proposed relocation into the phase one building and is happy with the plans and the prospect of enhanced accommodation.</li> <li>• The plans for phase one which have been submitted to the Borough are for a building of a similar size to Olympia House and therefore with an approximate build cost of £2m. The maximum BCIF grant available is £1.5m (unless there are exceptional circumstances). The building has been designed such that it can be reduced in size to fit a £1.5m budget. This would not be sufficiently large to satisfy the entire maths space requirement, but alternative arrangements could readily be made to accommodate its remaining capacity in Dury Falls.</li> </ul>	

	<ul style="list-style-type: none"> <li>Phase two of the project, which is closely linked to phase one, will be submitted for planning shortly after 7 February, when the result of the planning for phase one is due to be announced.</li> <li>The planning and design of phase three is in its early stages and will not be completed in the immediate future. However, the project manager would be requested to produce approximate costs for both phase two and three.</li> </ul> <p><b>ii. BCIF application for phase one</b></p> <p>The group reviewed the draft application form. The proposal was made to extend the value of the bid to £2m, in line with the full estimated cost of phase one. Although there is likely only to be a small probability of success under the exceptional circumstances criterion, the group was of the opinion that there was nothing to lose by making a higher bid. It was agreed that this would be discussed with the project manager.</p> <p>The rationale for BCIF application may be based on two criteria: the condition of the buildings to be replaced and the requirement for additional space. It was considered that the College qualifies under both criteria on the basis of Newcourt being categorised as building condition C soon to become D, and the square meterage of the College being only 5.53m<sup>2</sup> per student against a recommended figure of 7m<sup>2</sup>.</p> <p>It was agreed that the BCIF application should be redrafted on the basis of the two-fold argument and the bid amended to £2m. This would then be forwarded to the project manager for further consultation and advice. Further factors that it was considered may influence the outcome of the bid are the recent College Ofsted inspection and the reduction in student numbers.</p> <p><b>iii. VAT</b></p> <p>The question was raised as to whether the phase one building could be designed in such a way that it would be eligible for zero rating. The conclusion was that this was not a feasible proposition.</p> <p><b>iv. Additional preliminary fees</b></p> <p>The College budget for 2013/14 includes £40,000 for the consultants' fees to be incurred to reach the planning stage. Fees of £35,990 have been incurred.</p> <p>In order to progress phase one to the tender stage, further fees of £37,380 would be incurred, requiring an additional budget of £33,370. Due to the time constraints on the spending of any BCIF grant (March 2015), Executive had resolved to approve the financing of the additional fees as a virement from contingency.</p> <p>The Chair requested that the planning documentation that was submitted to the Borough be presented to the Corporation at its meeting on 6 February, together with the final proposed BCIF application form.</p>	<p>MTJ</p> <p>MTJ</p>
B/14/05	<p><b>Date of Next Meeting</b></p> <p>The date of the next meeting should be after the result of the BCIF application is announced (31 March 2014) and prior to the next Corporation meeting (2 April 2014 at 18.00). Therefore it was agreed that the meeting should take place at 17.00 on Wednesday 2 April, immediately preceding the full Corporation meeting.</p>	<p>Clerk</p>

Attachment to the notes: e-mail from the project manager dated 21 January 2014, with responses to questions raised by the Chair.

The meeting ended at 6.50 p.m.

Chair \_\_\_\_\_

Date \_\_\_\_\_

MTJ 25th January 2014