

# HAVERING SIXTH FORM COLLEGE

## MINUTES OF THE MEETING OF THE BUILDINGS COMMITTEE held on Thursday, 1<sup>st</sup> May 2014 at 3.35pm.

Present: Rodney Eborn, Paul Trueman, Paul Wakeling

Apologies: Gareth Blanks

In attendance: Maria Jorysz Finance Director  
Roger Hawkins Clerk

In the Chair: Rodney Eborn

### **B/14/11 Declarations of Interest**

There were no declarations of interest.

### **B/14/12 Minutes of the meeting held on 2nd April 2014**

*Paper: Minutes of the Buildings Committee held on 2<sup>nd</sup> March 2014*

The minutes were approved.

### **B/14/13 Matters Arising**

The Committee agreed that there were no matters arising that would not be considered under the agenda item.

### **B/14/14 Revised master plan for the replacement of New Court**

*Paper: Project Manager's progress report;*

*tabled drawings: revised plans of ground floor and first floor layout plans (Create)*

#### **The building option**

The Principal reminded Members that the College had been allocated a BCIF grant of £948,000 approximately, (under half that applied for), and explained his view that the best use of this funding was to build a two storey 4 classroom block with a staff room. This would comprise GI A 360 sq.m rather than 350 sq m, 5 classroom block, (as forwarded in Gareth's Blanks Briefing document).

This would be located at the front of Drury Falls, in the same location as planned for Phase 1 of the Master Plan of 3 phases to replace Newcourt building. This would be subject to EFA formal approval.

The proposal was for IT Department to be now be housed in the new buildings and for the Maths Department to be entirely relocate out of Newcourt to the IS Classrooms close to the Science Department. The Principal was asked to discuss with all those concerned.

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This draft plan had been presented by the architects at a meeting with him, other college managers and the project manager earlier that day. The College had requested that the plan be amended with the interior wall of the first floor 'seminar room' being removed and that the space be designated for open access IT.

It was thought that this proposed building would require less preliminary ground and infrastructure preparatory work than building elsewhere on the campus, but would need to be confirmed by Fusion. The Principal advised the Committee that a ground survey was not required prior to the appointment of a contractor.

Answering a question from the Committee Chair the Principal explained that following consultation with appropriate staff, the entire Maths department would move into the first floor classrooms above the library and the displaced IT provision would move to the new building. The classrooms released in Newcourt would be 'mothballed' until demolition and used for 'emergency' purposes only.

Revised planning consent would be required; contact would be made with the planning

officers by the Project Manager, and relevant plans would be submitted.

The estimated total of costs for the larger building of 360sq were estimated at £972,000 ie £2700 per sq.m The Principal assured the Committee that through Cost Engineering the costs would be reduced to the level of the approved grant funding of £948,000. The tender will also be on a Fixed Price basis.

The Committee considered the estimated total cost of £4.1m for all three phases of this accommodation plan, of which phase 1 was currently estimated at £972,000.

The Chair emphasised the need to demonstrate to the EFA that the plan was to replace the whole of New Court through all three phases over the next three years, and he requested that the EFA should be under no doubt that achievement of this plan was wholly dependent on sufficient grant funding being allocated by it.

The Committee requested:

- the Principal to submit the amended plan to the EFA with cost estimates within the allocated £948,000;
- the Finance Director to email the revised costs from the Project Manager to the Committee Members,
- the Project Manager to submit a programme to the Committee Members

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### Professional fees

Responding to the Committee Chair's request for the total cost of the fees up to the issuing of invitations to tender for the construction work, the Finance Director reported that there was a commitment currently of £72,000 of which she expected approximately half would be written off to the college income and expenditure account for the current year and the remainder would be carried forward. This would be finalised once she had received advice from the project manager. She explained further that the professional fees had been agreed on the basis of a £2.12m project and that with a lower value capital project the professional fees will be assessed on a higher % value.

The Project Manager was currently clarifying this with each of the consultants but it was anticipated that additional costs would be within the £85,000 as set out in the Fusion report dated 1<sup>st</sup> May. The Committee accepted that the fees would be a higher % of the total project cost.

### Planning

Fusion was in the process of seeking the views of the local authority planning officers with regard to the revised plans.

### Costs

Responding to a comment from the Committee Chair the Principal stated that it was considered that a ground survey was unnecessary as it was thought that there were no unanticipated ground issues. The construction contract would be a fixed price design and build contract, and any risk relating to ground conditions would rest with the building contractor. The total project cost would not exceed £948,000.

The Finance Director confirmed that the revised project details would be submitted to EFA by the deadline 5<sup>th</sup> May. During further discussion it was stated that the revised design detail and specification would be available in mid-June when the invitations to tender would be issued to prospective building contractors.

The Finance Director reported also, responding to the Chair's question, that costs of refurbishing the existing IT Classrooms for the Maths Department occupation would be borne by the maintenance budget.

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**B/14/15 Date of Next Meeting : TBA**

*The meeting ended at 4.23 p.m.*

Chair \_\_\_\_\_

Date