

Chichester College

Minutes of the Meeting of the Buildings & Estates Committee
held on Tuesday 4 November 2008

Present:

Mr Patrick Green (Chairman)
Mrs Angie Hobson (Vice Chairman)
Mr David Hazelden Mr Nick O'Brien
Mr John Goble Dr Richard Parker
Miss Frances Russell

In Attendance:

Mr David Smith, Clerk to the Governing Body
Mr John Bates, Deputy Principal
Mr David Bickle, Hawkins\Brown
Mrs Jenny Brooker, Deputy Clerk
Ms Ida Hess, Hawkins\Brown
Mr Peter Holding, Davis Langdon
Mrs Shelagh Legrave, Chief Financial Officer
Mr Tim Rushforth, AAYH
Mr Ian Todd, AAYH

APOLOGIES FOR ABSENCE

32. An apology for absence was received from Robin Macmillan.

TOUR OF THE CHICHESTER CAMPUS

33. The Committee undertook a tour of the campus to view the proposed building locations for the major capital development programme.

[The Project Firm representatives left the meeting during a confidential item - see paragraphs 51 - 52 of the confidential minutes].

PROJECT MANAGER'S REPORT

34. The Committee received for information a progress report on the Capital Project by AAYH.

(Copy attached at APPENDIX 1 to the Minute Book copy)

35. Ian Todd stated that the LSC had requested that the Application in Detail for the Chichester Campus development be split into two separate phases. Three options of how the project could be split were shown in the project manager's report with option 1 being the preferred option. The AiP was due to be considered by the Regional Board on 11 December subject to the resolution of some issues raised by the regional property adviser.
36. The expected completion date of the travel consultant's work had been delayed due to additional highway authority requirements. He suggested that this might mean that for practical reasons the planning application was not considered until the New Year. He suggested that the aim should still be to submit the planning application in December and Savills supported this. David Bickle stated that once it was submitted the District Council would have eight weeks to review the application from the date it was registered by them. A discussion followed at the conclusion of which it was

Resolved:

That the planning application for the Chichester Campus development be submitted to Chichester District Council at the earliest opportunity.

37. David Bickle stated that Stage D would be completed by 20th November 2008 and would require sign off by the College before the project could progress to Stage E. Tim Rushforth stated that due to the level of detail that had to be considered, it would require half a day to review and approve the designs for each campus. The Committee discussed the risk of commissioning the architects to move on to Stage E before planning permission had been agreed.
38. Ian Todd stated that one of the requirements of planning was for the project to provide 10% of its energy requirements through renewable energy. This would be achieved at the Brinsbury campus through the introduction of a biomass boiler. Arups also favoured a biomass boiler for the Chichester campus as it was estimated that the alternative of ground source heat pumps would only achieve 6% renewable energy. The use of a biomass boiler however created issues regarding its location, the size of the energy centre to accommodate the fuel as well as the boiler, the height of its

chimneys and the uncertainty of its sustainability in the long term. The Committee discussed these issues and it was

Resolved:

- (i) *That AAYH consult Chichester District planners on whether it was acceptable for less than 10% renewable energy to be generated in the project and*
- (ii) *That the professional team carry out an options appraisal on the use of renewable energy for the Chichester Campus project and provide clear guidance to the Committee on the favoured approach.*

39. David Bickle provided a progress report on the design work being carried out. He stated that Hawkins\Brown had completed the planning information for the Brinsbury campus and were working toward completing the planning information for the Chichester campus by 21st November. He stated that the project contractors were being kept up to date with the design proposals and that Hawkins\Brown were working with an artist on the planning requirement for the project to involve public art.

40. Peter Holding stated that the Brinsbury Campus was approximately £800k over budget however the building contractors had not yet input into the project plans and landscaping costs needed to be reviewed. Peter stated a number of changes to Chichester campus designs were affecting costs and the project was approximately £1m over budget. He stated that the costs of the project could be affected by the results of structural surveys currently being conducted.

[The Project team departed the meeting at this point].

41. The Committee discussed the risk of progressing to Stage E without planning permission, without a decision on whether to have a biomass boiler on the Chichester campus, without approval of the AiP and with the project being over budget. After further discussion it was

Resolved

- (i) *That David Smith discuss the management of the project with AAYH and the need for the project firms to provide clear guidance to the Committee on problems and solutions;*

(ii) That two half day meetings be arranged in the beginning of December for the Committee to consider and sign off Stage D and

(iii) That the project should not progress to Stage E until approval of the AiP by the LSC Regional Committee.

42. Richard Parker stated that in response to comments raised by the regional property adviser, a senior project manager would be recruited to work alongside David Smith on the management of the capital project and an assessment would be needed on the value of the capital receipt of a hotel being developed on site.

MINUTES

43. The Minutes of the meeting of the Building & Estates Committee held on 11 September 2008 were taken as a correct record and signed by the Chairman.

MATTERS ARISING

44. The Committee received and noted a schedule outlining responses to action points from the Minutes of the previous meeting.

(Copy attached at APPENDIX 2 to the Minute Book copy)

DATE OF NEXT MEETING

45. It was noted that the next meeting of the Committee was due to take place on Thursday 11 December 2008 at 4pm. This was the same date that the AiP was scheduled for consideration by the Regional Property Board. Richard Parker indicated that he had asked for a morning start to enable the team to be back in College for the meeting.

REVIEW OF THE BUSINESS OF THE MEETING

45. Patrick Green invited members of the Committee to suggest whether any items of business considered at the meeting could have been dealt with in a different or more appropriate fashion. It was suggested that any problems identified by the Project Team, should not be brought to the Committee without suggested options for solving the problem and a recommended solution.

CONFIDENTIAL BUSINESS

46. It was:

Resolved

That in view of the confidential nature of the business to be dealt with the Minutes for the remainder of the meeting be recorded on a confidential basis and remain so unless and until they become public in the ordinary course of the Corporation's business.