

JOHN WHEATLEY COLLEGE

Board of Management

Project Management Group

AGENDA

Agenda of the Meeting to be held on Thursday 16 June 2005 at 12.00pm at the offices of Capita Symonds, St Andrews House, 141 West Nile Street, Glasgow.

- 1 Sederunt**
- 2 Apologies**
- 3 Declarations of Interest**
- 4 Terms of Reference**
(copy attached)
- 5 Minutes of the Meeting held on 22 April 2005**
(copy attached)
- 6 Matters arising from the minutes of the previous meeting held on 22 April 2005.**
- 7 Minutes of Capita Symonds Client/Cost Review Meetings held on**
 - i) 15 April 2005; and**
 - ii) 11 May 2005**
(copies attached)
- 8 Minutes of Capita Symonds Project Progress Meetings held on:**
 - i) 4 May 2005; and**
 - ii) 1 June 2005**
(copies attached)
- 9 Project Status Reports**
Report by Project Manager
 - i) Progress Report No. 6 – April 2005; and**
 - ii) Progress Report No. 7 – May 2005**
(copies attached)
- 10 Financial Report – Report Number 5 – 6 June 2005***
Report by Depute Principal
(copy attached)

- 11 **Design Advice Report***
Report by David McNeill (The Carbon Trust)
(copy attached)
- 12 **East End Campus – Additional Information Submitted to Strathclyde European Partnership**
Report by Depute Principal
(copy attached)
- 13 **East End Campus – Change Authorisation Forms Raised**
Report by Depute Principal
(copy attached)
- 14 **East End Campus – Proposed Programme**
Report by Depute Principal
(copy attached)
- 15 **East End Campus – Risk Register (Standing Item)**
Report by Depute Principal
(copy attached)
- 16 **Project Design Stage E Report – Sign-Off**
Report by Depute Principal
(copy attached)
- 17 **Date of next meeting**
The date of the next meeting is to be confirmed
- 18 **Closure**

*** This item will not be placed in the public domain at this juncture due to the confidential nature of its contents.**

Freedom of Information

Members will recall that the College will be making publicly available the agenda, papers and minutes of this meeting. Should members wish to retain their papers they are free to do so otherwise the College will collect the papers for destruction.

Members who have made manuscript annotations to their agenda, minutes or papers and intend to keep them must register the annotations with the individual minuting the meeting using the pro forma issued with the papers.

AS/SV/LC
John Wheatley College
26 May 2005