

JOHN WHEATLEY COLLEGE

Board of Management

Project Management Group

AGENDA

Agenda of the Meeting to be held on Thursday 17 August 2006 at 12.30pm in the Alex Viola Suite, Easterhouse Campus.

- 1 Sederunt**
- 2 Apologies**
- 3 Declarations of Interest**
- 4 Terms of Reference**
(copy attached)
- 5 Minutes of the meeting held on 12 July 2006**
(copy attached)
- 6 Matters arising from the minutes of the previous meeting held on 12 July 2006**
- 7 Correspondence**
 - a) Scottish Enterprise Glasgow – East End Strategic Approaches**
 - b) Glasgow City Council – 2006/07 Grant Award**
 - c) HBG Newsletter Issue 3 – July 2006**
- 8 Minutes of Project Meetings**
 - a) Progress Meeting Number 7 – 26 July 2006 – not yet available**
 - b) Client Review Meeting held on 5 July 2006**
 - c) HBG Progress Meeting Number 7 – 26 July 2006**
(copies attached)
- 9 Project Status Reports**
Report by Project Manager
 - i) Progress Report No. 20 – July- 2006**
(copy attached)
- 10 Cost Report Number 5 – not yet available***
- 11 Financial Report: Report Number 14 – 10 August 2006***
Report by Depute Principal
(copy attached)

- 12 **Scottish Funding Council Monthly Project Reports
Report by Depute Principal**
(copy attached)
- 13 **East End Campus – Off-Site Drainage
Report by Depute Principal**
(copy to follow)
- 14 **East End Campus – Early Warning Notices
Report by Depute Principal**
(copy to follow)
- 15 **East End Campus – Project Manager Instructions
Report by Depute Principal**
(copy to follow)
- 16 **East End Campus – Compensation Events
Report by Depute Principal**
(copy to follow)
- 17 **Sustainable Energy Saving Grant
Report by Depute Principal**
(copy attached)
- 18 **East End Campus – Meeting Schedule
Report by Depute Principal**
(copy attached)
- 19 **East End Campus – Risk Register (Standing Item)
Report by Depute Principal**
(copy attached)
- 20 **Closure**
- 21 **Date of next meeting**
The next meeting of the Project Management Group is scheduled to be held on 20 September 2006 at a venue to be confirmed.

*** 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.

AK/MM
John Wheatley College
August, 2006