

JOHN WHEATLEY COLLEGE

Board of Management

Project Management Group

AGENDA

Agenda of the Meeting to be held on Tuesday 30 November 2004 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 26 October 2004**
- 6 Matters arising from the minutes of previous meeting**
- 7 Correspondence**
 - a) Visit to Devonshire building letter to Claire Rogers – Newcastle University**
 - b) Visit to Devonshire building letter Geraldine Johnston - SFEFC**
- 8 Project Status Report No 1 – November 2004**
Report by Project Manager
- 9 Technical Assessment Report for European Structural Funds Application**
(copy attached)
- 10 Summary Project Financial Information**
Report by Depute Principal
(copy attached)
- 11 Date of next meeting**
The date of the next meeting is to be confirmed
- 12 Closure**

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.

LC

John Wheatley College

24 November 2004