

JOHN WHEATLEY COLLEGE

Board of Management

Project Management Group

AGENDA

Agenda of the Meeting to be held on Friday 22 April 2005 at 12.00 pm 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 9 March 2005**
(copy attached)
- 6 Matters arising from the minutes of the previous meeting**
- 7 Correspondence**
 - a) Ahrends Burton Koralek (ABK) Architects – East End Campus – Design Stage ‘D’ Acceptance**
 - b) Lauder College – Sustainable buildings**
 - c) SFEFC - East End Campus – Funding Package**
(copies attached)
- 8 Project Status Report No. 5 – March/April 2005**
Report by Project Manager
(copy to follow)
- 9 Financial Report – Report Number 4 – 13 April 2005***
Report by Depute Principal
(copy attached)
- 10 Minutes of Capita Symonds’ Client/Cost Review Meeting held on 16 March 2005**
(copy attached)
- 11 Minutes of the Design Progress meeting held on 6 April 2005**
(copy to follow)

- 12 **Capita Symonds – Project Change Control Procedure**
(copy attached)
- 13 **Association of Scottish Colleges (ASC) Training Programme for College Board Members – Estates Development and Management - 26 April 2005**
(copy attached)
- 14 **East End Campus – Stage One Contractor Tenders***
Report by Depute Principal
(copy attached)
- 15 **East End Campus – Project Launch**
Report by Depute Principal
(copy attached)
- 16 **East End Campus –Change Authorisation Forms Raised**
Report by Depute Principal
(copy attached)
- 17 **East End Campus – Scottish Enterprise Grant**
Report by Depute Principal
(copy attached)
- 18 **East End Campus – Site Ground Conditions**
Report by Depute Principal
(copy attached)
- 19 **Sale of Shettleston Building**
Report by Depute Principal
(copy attached)
- 20 **East End Campus – Purchase of Site at Haghill/South Carntyne**
Report by Depute Principal
(copy attached)
- 21 **East End Campus – BREEAM Assessment**
Report by Depute Principal
(copy attached)
- 22 **East End Campus – Building Warrant Application**
Report by Depute Principal
(copy attached)
- 23 **East End Campus – Scottish Water Update**
Report by Depute Principal
(copy attached)
- 24 **Assessment of Proposed Renewable Energy Technologies**
Report by Principal
(copy attached)

- 25 **East End Campus – ERDF Application Update
Report by Depute Principal**
(copy attached)
- 26 **East End Campus – Risk Register (Standing Item)
Report by Depute Principal**
(copy attached)
- 27 **East End Campus – Costed Risk Register
Report by Depute Principal**
(copy attached)
- 28 **Date of next meeting**
The date of the next meeting is to be confirmed
- 29 **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.

AK/SV
John Wheatley College
11 April 2005