

John Wheatley College
Board of Management
Capital and ICT Committee

Minutes of the Capital & ICT Committee held on Thursday 7 September at 6.15pm in the Alex Viola Suite (Room SO9), Easterhouse Campus.

1. Sederunt

The meeting commenced at 6.15pm and was attended by:

A Woolley(Acting Chair);
I Graham (Principal)
R Boyd (Associate Principal – ICT
M Axford; and
P Craig

In the absence of Prof Allison A Woolley chaired the meeting.

In Attendance:

A Kirk (Depute Principal);
A Sherry (Assistant Principal);
A Inglis (Assistant Principal);
J Gow (Chief Finance Officer);
); and
S Wilkie (for recording purposes only).

2. Apologies

Prof A Allison;
S Gallagher (co-opted member); and
A MacDougall

3. Declaration of Interest

There were no declarations of interest expressed at this Committee meeting.

4. Terms of Reference

Members noted the terms of reference for the Capital & ICT Committee. It was confirmed that the meeting was quorate with 5 members in attendance.

5. Minutes of the Capital and ICT Committee held on the 8th May 2006

The minutes of the previous meeting were taken as read. They were accepted as an accurate record of the meeting held on 8th May 2006.

6. Matters arising from the meeting held on 8 May 2006.

There were no matters arising from the previous minutes.

7. Minutes of the Project Management meetings held on:

- (i) 19 April 2006**
- (ii) 17 May 2006; and**
- (iii) 14 June 2006**

Items 7(i), 7(ii) and 7(iii) were considered as one item. The Depute Principal provided a brief update on the progress made with the new East End Campus. He informed members that the project remained on schedule. He reported that the lift installation would commence in early October 2006.

The Depute Principal reported that a progress report would be presented to the next scheduled Board meeting.

Members subsequently noted the contents of the minutes.

8. Correspondence

i) Scottish Funding Council - Strategic Development Fund Proposal

Members noted the contents of the correspondence from the Scottish Funding Council.

ii) Scottish Library & Information Council – IDF 2006 Award

Mr Inglis informed members that this correspondence had previously been considered by the Academic & General Purposes Committee. He reported that the College was successful in their application for funding. The College received £9900 from SLIC. The Assistant Principal further reported that the project was underway and that the steering group had met earlier this week.

9. Relocation of Clydenet Primary Connection

The Associate Principal (ICT Manager) spoke to his report informing members that the College connection to Clydenet is currently located in the Shettleston Campus and that when the College vacates this building the connection will cease to be operational.

He reported that Clydenet will relocate the College connection to the Easterhouse Campus with NTL providing a 100Mbps circuit. The £18,330 installation cost will be met by the College and Clydenet will pay the £9,714 annual running cost. He further reported that all on-going staff and equipment costs will be met by Clydenet

A brief discussion took place about the development of the wireless network in the Easterhouse area which supported the Greater Easterhouse Learning Network.

R Boyd reported that Clydenet is committed to providing a second connection to as many organisations as is feasible. He confirmed that the second connection would likely be of a lower bandwidth and only used in the event of a failure of the primary system. In response to questions the Associate Principal informed members that it was his view that this arrangement would provide appropriate resilience.

A Kirk left the meeting at this point (6.30pm).

The Principal informed members that a report would be presented to the next Project Management Group on the proposed ICT infrastructure.

Following discussion members noted the contents of the Associate Principal's report.

10. EMandate – Estates Cost Benchmarking

A Sherry informed members of the College's involvement in the new EMandate project. He reported that the EMandate project is a UK-wide project aimed at gathering and benchmarking for all further and higher education establishments' estates costs. He also informed members that more detailed information on the project was contained in appendix 1 and that it was the intention of the College to participate in this exercise.

The Assistant Principal reported that the College would bring forward a report detailing the benchmarking data when it becomes available.

Members agreed to;

- (i) note the contents of this report and its appendix;
- (ii) note that the College involvement in the EMandate project; and
- (iii) request the College to bring forward benchmark data when it becomes available.

11. JISC Strategy Consultation 2007-2009

The Principal reported that this paper should be remitted to either the Board or the Executive Committee for further consideration.

Members agreed to this proposal noting that at the College would not be in a position to respond to this consultation with the timeframe.

12. ICT Server Upgrades

R Boyd spoke to this item informing members of the categories of the College ICT equipment which were upgraded following recommendations of the ICT Advisory Group.

He reported that the ICT Services Team had met with software suppliers to agree server specifications and implementation costs. He reported that following this exercise that Dell were selected as the server provider as it had provided a quality service to the College in the past and that they are registered with the ABC (Authorities Buying Consortium). The Associate Principal reported that seven servers had been upgraded at a total cost of £29,900.

In response to questions the Associate Principal informed members that the three telephony servers would be replaced as part of the ICT infrastructure planned for the new East End campus.

Members of the Capital and ICT Committee agreed to note the contents of this report.

13. UKERNA Review of RPAN Contract Model

R Boyd spoke to this report informing members that it was the intention of UKERNA to alter their contract model with Clydenet and other Regional Network Operators in the UK. He informed members that many of the reasons for the proposed changes to the contract did not apply to the operation of Clydenet however that there was no opportunity to negotiate regional tailored agreements. Therefore Clydenet would be required to agree to the new contract which would be effective from calendar year 2008 or devise an appropriate exit strategy.

In response to questions the Associate Principal informed members the key concerns of the Clydenet Management Committee with regard to the new contract included:

- a) that the national design authority would decide on the capacity and resilience required by each regional authority and allocate funding on this basis rather than leave this to local partners to agree;
- b) that the revised contract includes the ability of UKERNA to levy a subscription which it cannot do at present; and
- c) that the structure of the contract is such that the centre would have the ability to micro-manage the regional authorities.

The Principal reminded members that the college sector in Scotland currently receives a better service than colleges in England and Wales due to the level of support which the Funding Council provides to JISC..

Members of the Capital & ICT Committee agreed to:

- (i) note the contents of this report and its appendix; and

- (ii) support the Clydenet Management Committee and the College's representative on that Committee in the consultation process; and
- (iii) note that a further update report be brought to an appropriate future meeting of the Committee.

14. Post Capital Project Evaluation Exercise

The Principal informed members of a Post Capital Project Evaluation Exercise related to the East End Campus Project. He reported that the exercise will be funded entirely by the Scottish Funding Council.

He further informed members that that the Scottish Funding Council (SFC) had identified £70,000 for this purpose which will be spent over the next 3 (three) financial years. The College, as the lead body in the project, will hold this funding in 'designated reserve'.

The Principal also informed members that the post evaluation exercise will cover 3 capital projects which exhibit high commitment to sustainability. These were:

- the College's East End Campus
- a development at Lauder College in Dunfermline; and
- the development of Queen Margaret University College's new Edinburgh Campus.

In response to questions the Principal informed members that it was anticipated that A Kirk who chair the steering group which would oversee the evaluation exercise.

The Principal advised that a project management committee would be set up.

Members of the Capital and ICT Committee agreed to:

- (i) note the contents of this report and its appendix; and
- (ii) the report being referred, for information, to an appropriate future meeting of the Board's Capital Project's Management Committee.

15. Closure

Having discussed all items on the agenda the Chair of the Committee thanked members for their attendance. The meeting closed at 7.15pm.

16. Date of Next Meeting

Members were advised that the next meeting of the Committee would take place on Thursday 15 February 2007 at 6.15pm (immediately after the Financial Control Committee) in the Alex Viola Suite (Room SO9), Easterhouse Campus.