

**Minute of the Estates & New Campus
Development Committee Meeting
held at the Kilmarnock Campus at 3.00 pm
on 5 November 2015**

Present: Waiyin Hatton (Chair)
Angela Alexander
Julie Bradley
Heather Dunk
Willie Mackie
Alan Walker

In attendance: Brendan Ferguson (Board Secretary)
Eileen Mackin
Donna Vallance

1. Welcome and Declarations of Interest

The Chair welcomed everyone to the meeting. There were no declarations of interest.

2. Apologies

Apologies were received from committee member T Wallace. Apologies were also received from EMT members Michael Breen, J Galbraith and Jane McKie.

3. Minute of the meeting held on 26 February 2015 (*Paper 1*)

The minutes of the meeting held on 18 August 2015 were approved as a correct record.

Proposed: Julie Bradley
Seconded: Angela Alexander

4. Matters Arising

There were no matters arising which were not already covered on the agenda for this meeting

5. Surplus Land and Properties Update (*Paper 2*)

D Vallance took members through the above paper and confirmed:

- Land at Newton on Ayr

An offer which met the valuation of the College had been made and accepted and a deposit had been paid. The sale is now progressing through process and is expected to be concluded following ground investigation reports in spring 2016.

- Moffat House Campus Saltcoats

An offer which met the valuation of the College had been received and accepted, but the transaction had been delayed following the discovery of a 300 year old tack duty in the Title and is expected to be settled in the spring of 2016. New legislation, due to come into force on 30 November 2015 should help to smooth the registration of the new consolidated title.

Following discussion it was agreed that if, as suggested, the tack duty could be bought out for a nominal sum (£500 to £1000 was suggested as the possible figure required), then that should proceed immediately. If more than a nominal sum was required, then that should be brought back to Committee for consideration.

The Committee noted and welcomed the above report and agreed that the income raised through the sale of the above should be used to support capital expenditure.

The Committee also noted the position with respect to the tack duty discovered in the titles of Moffat house and agreed that if it could be bought out for a nominal sum then that should proceed. If the sum required is more substantive then it should be brought back to this committee for consideration.

6. New Campus Risk Register (V9) at October 2015 (*Paper 3*)

E Mackin introduced the above paper and noted the addition of three additional risks related to the decant from the Holehouse Road Campus and College branding as work progressed on the new Kilmarnock Campus. A number of questions were asked and satisfactory responses received.

The Committee approved the above New Campus Risk Register (V9) as at October 2015.

7. FY 2015/16 Capital Expenditure Position at September 2015 (*Paper 4*)

D Vallance introduced the above paper which demonstrated that capital expenditure to date was in line with that previously agreed at the Committee.

The Committee noted the Capital Expenditure position at September 2015.

8. New Campus Project Update (*Paper 5*)

E Mackin took the Committee through the above paper which members noted had been received by the New Campus Project Board. The Committee noted that construction remained on target for completion in May 2016 and that the building was expected to be wind and watertight by December 2015 to allow fit out to begin. In addition the process of planning decant and decommissioning was under way with the Directors.

With regard to the issue of bracing required to the structure as reported to the last Board in an additional paper, it was noted that the Independent Tester Report was due by mid-November. Independent assurance was required to verify that the remedial work has been satisfactorily completed and this would be submitted to the next Board.

In terms of the Disposal Strategy of the Holehouse Road Campus, three returns had been received and meetings would be held with the tenderers the following week and an agent would be chosen. E Mackin noted that communication continued to be carried out largely through the newsletter and a real buzz of anticipation was now evident in the local community.

A number of questions were asked and satisfactory responses received.

The Committee noted the Project update and welcomed the positive progress that continued to be made.

9. New Campus Technical Update Report (*Paper 6*)

E Mackin introduced the above paper and confirmed that it had been considered and noted by the New Campus Project Board on 27 October 2015. The Committee noted the progress being made and welcomed the content of the above report.

The Committee noted the content of the above paper.

10. New Campus BREEAM Update (*Paper 7*)

E Mackin introduced the above update which the Committee noted. The Committee also warmly welcomed the previous announcement that Ayrshire College had received confirmation that it has been awarded an “outstanding” at design stage accreditation under the BREEAM scheme. This was considered a significant achievement and one that all involved could justly be proud of.

The Committee noted the content of the above paper and expressed its warmest congratulations on the BREEAM “Outstanding” award achieved at design stage.

11. New Campus Community Benefit Update (*Paper 8*)

E Mackin introduced Paper 8 with members noting that benefits continued to accrue to local contractors, including apprenticeships, and that all KPIs continued to be met in this respect.

The Committee also noted with interest that attention was now turning to the Enterprise Funds. Ruby Star, as the Community Benefit Partnership Managers, were responsible for taking this forward. A Steering Group was being established to progress this aspect of the Community Benefit package and Bernadette McGuire had been nominated to represent the EMT as a member of the group.

The Committee noted and welcomed the content of the above paper.

12. Non NPD Costs Financial Report at June 2015 *Paper 9*

E Mackin reported that the Non NPD costs remained as agreed by the New Campus Project Board and that all items will be graded for migration to the new Campus. Budgets would be allocated accordingly, but there was no intention of replacing new or almost new items. Full costings would be brought to the Committee for consideration once all of the details had been established. The biggest issue now remaining for decision was the allocation of the remaining £2.36 million of the Non NPD funding scheduled for 2016/17.

The Committee noted the above paper and stated that they were content with the re-profiling of the NPD costs, subject to further refinement between the College and SFC.

Action: At the next scheduled meeting of the Committee a “walk through” of the “Decant Timeline” be prepared and presented for consideration.

13. AOB: Kilwinning Campus PFI.

H Dunk reported that as the Kilwinning PFI, inherited from James Watt College as part of the merger process, was Ayrshire College’s biggest estates fixed cost, she and D Vallance had met with SFC to discuss various aspects of it, including whether SFC could provide support for 50% of the funding costs entailed. SFC had asked for further evidence in this respect, which the College was in the process of providing. Further information on the progress of these discussion would be provided at future meetings as they become available.

It was noted that Donna and the PFI company would review current services with the aim of making improvements.

The Committee noted and welcomed the above information and encouraged the College to continue its communication with SFC.

14. Date of Next Meeting.

The next meeting of the Committee would take place on Thursday 18 February 2016 at the Kilwinning Campus.