

	<p>RAR said he and SLE will ask the Minister for Skills at the upcoming SFCA Conference how colleges should bear such risks.</p> <p>RAR said at this stage he wants to know what budget contingency is needed for a build starting in 2025.</p> <p>EGL said his contact at the building company Kier has offered to speak to Greenhead and offer cost advice.</p> <p>RAR suggested waiting for GT's detailed information and EGL said then the market can be tested.</p> <p>2. (6) RAR asked JBL if DfE have shared their risk register yet. JBL had a meeting with DfE and Mace who said the most useful document was GT's Health & Safety Plan which was previously circulated to committee members.</p> <p>EGL said it looked like a good document and he feels from his recent observation that the site looks organised, well managed and controlled.</p> <p>SLE said that at the Corporation Meeting (16/5/22) all the risks for the college had to remain high because the DfE and GT hadn't shared their register and asked now that the above document has been shared will all the risks still remain high.</p> <p>ABA said the health and safety risks look professional but that the commercial and reputational risks still need more information from DfE.</p> <p>It was agreed that DfE have one more chance to provide their risk register, JBL has a site meeting with them on 25/5/22, if unsuccessful this will be escalated.</p> <p>RKI asked about the agreement that was signed when the site was handed over for the build and if any risks are covered on the document. JBL will circulate this document to the committee.</p> <p>RAR wants to know how DfE are managing risks with high inflation, their building programme, and their budget, will the build be speeded up or slowed down.</p> <p>CSH said that the risk register doesn't reflect the risks discussed.</p> <p>SLE asked about reputational risk for him and the college and used an example of students accessing the building site. RAR said that students have received communications about the progress of the development and the students know their responsibilities in relation to the building site.</p> <p>EGL said that the college needs to take all reasonable and practical measures.</p> <p>EMA said that students are frustrated with the detours around college, making them late to classes and the worry if they are late for their exams.</p> <p>SLE said A2 students had an assembly and a follow up email before the exams started. RAR asked that GCSA be copied into communications with any year group, so they have all the information if they get any queries from students.</p>	<p>RAR/SLE</p> <p>JBL</p> <p>JBL</p> <p>SLE</p>
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	EMA pointed out that many students don't check their emails and could other types of communication be considered.	
<p>4. Update of DfE development & proposed development</p>	<p>4.1 JBL provided an update on the DfE build. The site manager has confirmed they are on schedule. The pavilion has been demolished, the astro turf has been removed and foundations are being laid for the new car park. Grouting has finished at the front of the building and the next step is the new building foundations.</p> <p>1. RAR said the updated programme received from the DfE was not detailed enough, EGI said a drop line is needed with progress information. JBL will request this in his meeting 25/5/22 and also contact Rachel Tate at Mace.</p> <p>2. EGI asked if the revised programme aligns with term times, JBL confirms it does.</p> <p>3. CSH asked if JBL was keeping records of what documents have been requested, JBL confirmed he is.</p> <p>4. Extra costs documents has been previously circulated.</p> <p>5. ABA asked if the staff knew that the labs in the new build are being designed to complement their teaching and will be fitted out to the highest spec, JBL agreed it would be a good idea to share that.</p> <p>6. Residents Letter has been previously circulated. JBL said Mace will do regular updates to the local residents. If Greenhead receive complaints directly, they will inform Mace and the GT site manager who will deal with them.</p> <p>7. RAR asked if the college are informed of any complaints, JBL said it's part of the meeting process and there have been no complaints so far.</p> <p>8. SLE said a Green Party candidate in the elections had posted on Twitter about the tree felling. The college contacted the candidate and explained the reasons and the sustainability benefits for the college. JBL said GT have pledged £20,000 for replanting around Greenhead and the Local Authority will decide where this will be spent.</p> <p>9. JBL will summarise his meetings on 25/5/22 and this will be circulated to the committee members.</p> <p>10. SLE has written to the Lord Lieutenant's Office to request a royal visit when the building is opened.</p> <p>4.2 Progress on additional development, JBL has chased the architects who said they will send out potential options which future proof the site and offer growth for the college by 27/5/22 which he will circulate to committee members. RAR asked for the document to be scrutinised for revenue growth implications and be sent back and ask for more if</p>	<p>JBL</p> <p>JBL</p> <p>JBL</p>

	<p>necessary, rather than wait for the next committee meeting. JBL said it would be discussed by SLT and see if it matches what has been asked for.</p> <p>ABA asked if a shopping list with priorities has been defined, RAR said that JBL will send him a document shaped by past discussions with the priorities and reasons for the potential new build.</p> <p>JBL said he was still waiting for plans and costs from GT to put the infrastructure in the 2 new social spaces which allow for conversion to labs.</p>	JBL
5. 16 – 19 Free Schools/'Elite' Sixth Forms	SLE summarised key points from his paper, previously circulated. The paper is to be treated as confidential.	
6. New Build Risk Register	<p>JBL confirmed the New Build Risk Register has been updated following the Corporation Meeting discussion, after Mace/DfE meetings this week he will reduce or increase some of the risks.</p> <p>1. RAR asked about item 2.2 due for review in May by CDC and Q&S about noise disruption in exams. CDC are reassured by the measures that are currently in place and Q&S will review in June (20/6/22).</p> <p>2. Item 1.1, RAR checked that a fire drill will be undertaken in September when both year groups are on site. CSH was concerned that the updated plan should be tested sooner. JBL confirmed that staff have updated instructions and SLE said that a Disaster Management Plan scenario about fire evacuation was undertaken on 23/5/22. JBL said when the new car park is available it may be suitable as a muster point.</p> <p>3. RKI said that A&R committee think the register is incomplete because it doesn't deal with the risks that we have no control over that will impact the college, like health and safety and reputation, and the control failure aspect needs more work.</p> <p>4. RAR said there should be an Issues Log that flags those areas that the college is not in control of, and the failure to control column needs to detail how to manage the residual risk. JBL will make further refinements to the register and send it to RKI (as an A&R representative) for his views before the next committee meeting.</p> <p>5. JBL will speak to Audit One for advice about the failure to control column.</p> <p>6. RAR will produce an Issues Log which can then be developed further.</p>	<p>JBL</p> <p>JBL</p> <p>RAR</p>
7. Policies & Procedures	No policies/procedures to review on this occasion.	

8. AoB	None.	
9. Confidentiality	Minute 5 is confidential at this stage.	
10. Future meetings	Next meeting, Wed 6 th July, 4.30pm via Teams.	

Minutes prepared by Sharon Roper (Clerk to the Corporation) on 27/5/22

Approved & signed by Richard Armstrong, Chair on 6/7/22