

**GREENHEAD COLLEGE CORPORATION**  
**Minutes of Capital Development Committee meeting held virtually using Teams**  
**Wednesday 24 August 2022, 4.30pm**

**Govs present:** Adrian Barrass; Elliot Gill; John Holroyd; Richard Armstrong (Chair); Richard King; Simon Lett (Principal)

**In attendance:** Grant Sellars (Ryder Architecture); Sharon Roper (Clerk)

**Apologies:** Craig Shannon; Emmanuel Matuka; James Reeve; John Blake; Stuart Irving; Vic Wright

AGENDA ITEM	DISCUSSION	ACTION
<b>1. Welcome, apologies</b>	RAR welcomed members and introduced Grant Sellars from Ryder Architecture. Apologies received as above.	
<b>2. Declarations</b>	No declarations of pecuniary/prejudicial interest on the part of Governors or S.L.T. participants.	
<b>3. Minutes 6/7/22</b>	<p><b>3.1</b> Capital Development Committee 6/7/22 minutes, previously circulated, item (4.2), 'one was to park on the new car park' needs changing to 'one was to build on the new car park', signed by Chair subject to this amendment, returned to Clerk for filing.</p> <p><b>3.2</b> Matters arising:</p> <p>1. (3.2.2) RAR received a response from a government minister to his letter, the response didn't address his point about commitment to funding more than 1 year at a time.</p> <p>2. (4.1) Request for copy of Drop Line Programme, ask JBL to advise members of any progress.</p> <p>3. RKI asked if the Clerk can remind everyone with an action point a week before the meetings.</p>	<p>Clerk</p> <p>JBL</p> <p>Clerk</p>
<b>4. Update of DfE development &amp; proposed development</b>	<p><b>4.1</b> SLE said good progress is being made on the DfE build and the skeleton outline is up. EGI remarked that progress looks good and the footpaths, entrances, step overs and ramps are well maintained. SLE said he will ask JBL when the charging points in the car park will be operational. RAR said the Drop Line Programme will explain how the build is progressing and if they are ahead. EGI said that GT have also been asked to document the end date of the build.</p>	<p>SLE/JBL</p> <p>JBL</p>

	<p>SLE said he will approach an alumna of the college who has been successful in the science field regarding naming the new building.after her and this will help reflect the diversity of the college.</p> <p><b>4.2 Progress on additional development;</b> SLE summarised his paper and the presentation from Ryder Architecture and Galliford Try, both previously circulated.</p> <p>1. SLE explained that three options have been developed; A is all in, B is a reduced option and C is a limited option just for PE. The circulated papers detail the options in detail, costings have not been received from GT yet.</p> <p>2. Grant Sellars (GSE) said the proposals consider phasing and the new building can be built while maintaining provision in Park Block during the first phase to reduce spending on temporary accommodation and the college will only be without a sports hall in the second building phase.</p> <p>3. GSE said a pre planning meeting took place with the local planning department (23/8), Option A was presented to them. Although the planners seemed comfortable with developing the site, they want the facade onto Greenhead Park to be stone with a pitched slate roof and to have a historic character. The length of the elevation will be a challenge. GSE felt overall it was a positive meeting.</p> <p>4. SLE said that the planners raised car parking and student numbers as an issue although this build will not impact on either car parking or result in increased student numbers. SLE feels that Option A is the best choice if it is affordable.</p> <p>5. RAR asked if it is feasible to reduce the length of the building without increasing the height of the build and still meet the college’s educational needs. GSE said there is flexibility in the design with potential to change the configuration of the spaces and he gave several examples.</p> <p>6. ABA pointed out that using stone and slate will increase costs and have GT been asked to consider this in their costing. GSE said he will speak to GT to ensure this is covered in the costing. RAR said nothing can progress until the GT costing is received and asked if the building will be finished by 2025 or start in 2025. GSE said he thought the new building will follow on from the existing GT contract.</p> <p>7. RKI asked how quickly the drawings can be redrafted to meet the planners’ concerns. GSE said it could take 8-10 weeks to reach a planning ready scheme if everyone involved was resourced to deliver this timeline. GSE said an engagement process can be planned to get the college to a planning submission. GSE said another option is to undertake pre-work which will include the heritage aspect, frontage onto the park, consider the volume and mass of the build and test this with the local authority conservation team who will give guidance. ABA said this might build confidence with the planners but was sceptical about what else it will achieve.</p> <p>8. ABA feels GT’s cost estimate will be broad due to the current economic climate.</p>	<p>SLE</p> <p>GSE</p> <p>JBL</p> <p>SLE</p>
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------

	<p>9. RAR said once the costing is received, JBL will be asked to produce scenarios and narratives. SLE will find out more about the Conditional Improvement Fund, although it is unlikely we will be eligible to apply for this in 2022, given that work cannot start until 2025.</p> <p>10. RAR asked SLE to chase GT for the initial costs and suggested that when this is received the governors should discuss the costings together with JBL's scenarios and affordability and then decide what they need GSE to do next.</p> <p>11. EGI asked if there was any appetite to get cost advice from another contractor. GSE said with large expenditure it may be necessary to prove robustness with procurement, competition, and transparency. GSE said a cost consultant can be engaged. SLE will speak to GT about their ideas about the procurement route, and will speak to ABA, EGI and GSE about alternative procurement if necessary.</p> <p>12. EGI suggested a pre-construction timetable detailing what needs to be achieved and when. GSE said that can be done. It was agreed that an initial outline timetable was required detailing dates that decisions need to be made and a procurement route.</p> <p>13. RKI asked if the costs will be at the future build date or today's price with Greenhead working out the probable increases. ABA said he would expect the costs to be as now and allow for percentages to tune up for inflation and then a choice can be made regarding the risk. RAR said this is a decision that will need to be made.</p> <p>14. RAR said the ONS Classification will determine if Greenhead is able to borrow commercially and that decision is due at the end of September.</p> <p>15. JHO said that JBL will need guidance for the figures he uses for salary increases and funding increases to produce scenarios, SLE and RAR agreed that a virtual meeting with JBL will be needed.</p> <p>16. GSE said he will be happy to attend the next meeting and prepare a programme or sequence of events that will get the scheme ready.</p> <p>17. RAR said two CDC meetings might be required in September instead of the scheduled meeting on 21/9/22.</p> <p>18. (4.2, 6/7/22) CSH asked why building on the car park wasn't feasible and GSE explained that it would impact on Greenhead Park, parking, and campus connectivity. The new car park is 2 stories above Park Block and building on top of it will exacerbate the massing and also push the development towards existing residential properties. There would be pedestrian access issues and connectivity problems with the rest of the site. The Local Authority will not allow any new vehicular access from the northern boundary due to safety issues, this would result in a parking deficit or raising the building up on stilts.</p> <p>RAR asked under Option C if it would be more cost effective to build a new sports hall on the car park and be</p>	<p>SLE</p> <p>GSE</p>
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------

	<p>acceptable to the planners. GSE said it could be revisited if Option C was chosen.</p>	
<p><b>5. Maths School - 16 – 19 Free Schools/ ‘Elite Sixth Forms’</b></p>	<p>5. SLE gave a verbal update on the Maths School and 16-19 Free School.</p> <p>1. SLE had a meeting with the Vice Chancellor, Head of Maths and several staff involved in Widening Participation and Outreach Work from the University of York about a Maths School. Their strategic ambition is to attract more students from a widening participation remit and more students from West Yorkshire and therefore they are interested in Greenhead’s strategic ambition to open a Maths School.</p> <p>It was a positive meeting, if they partner with Greenhead, SLE’s impression is that they will be a hands-on partner. They will visit Greenhead on 14<sup>th</sup> September and meet the Head of Maths, see how Maths is delivered and visit the old Kirklees College site.</p> <p>2. SLE and RAR had a meeting with Kerry Norman from Flinders Chase (the firm who helped Cardinal Newman with their Maths School). She advised that Greenhead should submit an Expression of Interest to the DfE who will respond with their decision within a few weeks.</p> <p>3. SLE said the council has formally announced that the old Kirklees College building will be demolished, and a Lidl will be opened next year. There is scope for Greenhead to develop the old infirmary on this site for the Maths School.</p> <p>4. SLE has submitted an Expression of Interest for the 16-19 Free School, applications are now open, and you have to apply by the end of November. As part of the application process, an Education Trust has to be set up with members and trustees in place. There can only be one person overlapping from Greenhead to the new Maths School Trust. For the Maths School application, a Trust does not have to be open at the time of applying. If both the Maths School and the 16-19 Free School were pursued, they would be in separate trusts due to a university being a partner with the Maths School. A decision will be required regarding opening a Trust due to the deadline to apply for a 16-19 School.</p> <p>5. RAR said an Expression of Interest to DfE for a Maths School does not have a formal timescale, they will respond within 2-3 weeks, and after a formal application the DfE decide within a couple of months. The 16-19 Free School route requires all the work up front and the DfE will not make a decision until April. SLE said that the Trust will take a lot of work to set up and the application might not be successful.</p> <p>6. ABA asked if an application was submitted earlier than November for the Free School will the decision be earlier, SLE answered that the decision is April regardless of the date you apply.</p>	

	<p>7. RKI asked who applies for the Free School, the Trust or Greenhead, SLE replies that the Trust applies, RKI responded that control is therefore relinquished to the Trust and how does Greenhead control the process. RAR said Greenhead has a voice as it is involved in the appointment of the Trustees, but the Trustees make the decisions and submit the application. RKI asked where the money comes from, RAR replied the DfE, RKI asked about the money for the application, RAR said Greenhead will fund that. SLE said the only organisation within the Trust by the application date is Greenhead College but not the Greenhead Corporation.</p> <p>8. RKI asked for a reminder of the benefit of this process to Greenhead. SLE said the benefit is ideological and pragmatic, Greenhead has a product that works, and it will improve the life chances of more young people, and if Greenhead doesn't do this someone else will and might set up on the nearby Kirklees College site.</p> <p>9. RKI asked about the Greenhead brand in the Free School. SLE said the Free School is likely to be STEM which is one of Greenhead's success stories. RKI asked how you can ensure quality of delivery in the Free School. RAR said jumping ahead when academisation is discussed at the Strategy Day in November, one of the options to decide upon is whether to establish an academy with a Free School which might be the one we have set up.</p> <p>10. ABA asked if the Free School application was declined because a Trust has been created will Greenhead be forced to academise with it. SLE said Greenhead will not be forced to academise as it is still an independent sixth form college corporation.</p> <p>11. ABA clarified that there can be a maths school or free school or both. JHO asked if we had a choice what would we prefer. SLE said he prefers the Maths School as it's neater and the Trust needs setting up for the Free School, if both are an option, he thinks they should be pursued.</p> <p>12. The Committee agreed that SLE should produce an initial application to DfE to explore setting up a Maths School with a separate trust established to run it.</p> <p>13. ABA asked what the trigger was for the Free School. RAR said if DfE agreed to a maths school he felt a decision about academisation was needed next.</p> <p>13. RKI asked if the free school opportunity only applies to this academic year, RAR replied that because of the upcoming change of prime minister the education policies may change.</p> <p>14. SLE and RAR will discuss the work required and the timeline to submit to DfE for the maths school.</p>	<p>SLE</p> <p>SLE/RAR</p>
<p><b>6. New Build Risk Register</b></p>	<p>6. JBL will update the items coming up for review in September for the next meeting.</p>	<p>JBL</p>

<b>7. Amended Terms of Reference</b>	Amended Terms of Reference, previously circulated, the purpose of the committee is to act and advise and the Terms of Reference have been amended to reflect this with wording suggested by KSH. The committee agreed the Terms of Reference should go to the next Corporation Meeting.	Clerk
<b>8. AoB</b>	None.	
<b>9. Confidentiality</b>	None.	
<b>10. Future meetings</b>	Next scheduled meeting is Wed 21 <sup>st</sup> September, please note that this date is likely to change, and the Clerk will inform the committee members of any new date.	Clerk

**Minutes prepared by Sharon Roper (Clerk to the Corporation) on 26/8/22**

**Approved & signed by Richard Armstrong, Chair on 21/9/22**