

**GREENHEAD COLLEGE CORPORATION**  
**Minutes of Capital Development Committee meeting held virtually using Teams**  
**Wednesday 20 September 2023, 4pm**

**Govs present:** Elliot Gill; John Holroyd; Liz Bowen; Reuben Byfield; Richard Armstrong (Chair); Richard King; Simon Lett (Principal)

**In attendance:** Mark Jones; Sharon Roper (Clerk)

**Apologies:** Adrian Barrass; Craig Shannon; Mark Howells; Stuart Irving

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>1. Welcome, apologies</b>	RAR welcomed members. 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 7/6/23</b>	<b>3.1</b> Capital Development Committee 5/7/23 minutes and the record of 16/8/23 meeting, previously circulated, minutes and record agreed by Committee, signed by Chair, returned to Clerk for filing.  <b>3.2</b> Matters arising: None	Clerk
<b>4. Update of DfE development</b>	<b>4. MJO</b> gave a verbal update of DfE development (the Hirst Building).  1. The site cabins have been removed and there is a significant reduction in contractors on site. Mace and DfE are working with GT on the snagging. 2. SLT visited Hirst on 8/9/23, the visit was curtailed by a fire alarm, and they only saw the first-floor social areas, ground floor and kitchen, the least finished areas of the building. 3. The teaching area on floor 1, floor 2 and floor 3 are completed. 4. Visiting Hirst continues to be difficult; the PPE for visitors has been taken off site when the cabins were removed. MJO will confirm when governors can visit the new build.	



## 5. Post 16 Developments

**5.1 Formal Feedback Letter from DfE regarding the Free School application, to note, previously circulated. The feedback in Annex A was considered by governors.**

1. DfE liked the vision for the proposed STEM facility in Kirklees.
2. They identified the relatively high entry criteria as a weakness. SLT were always uneasy about this. KNO said the whole reason for 'elite sixth forms' was that they attract high performing students. A college in Oldham (application by Eton) who had a successful application have been quoted in the media as saying they will be deliberately targeting high performing GCSE students in the free school. This is inconsistent with the feedback GC received. In the interview DfE were advised that the entry requirements were a work in progress, and we were prepared to relook at them.
3. The proposed staffing structure and the length of time for the free school to become viable was considered by governors, SLE acknowledged that it was a tight operating model.
4. It was felt that the governance feedback was addressed in the interview.
5. DfE said the initial Single Academy Trust posed increased risk and there were no clear plans on how the trust will develop. The successful applicants were already part of established MAT structures.
6. SLT are disappointed with the outcome, as are governors and the Local Authority.

**5.2 Withdrawal letter, formally withdrawing from the Post 16 Capacity Fund, previously circulated, to note.**

SLE said this has been noted by DfE and no further feedback has been received.

JHO commented that it was an excellently drafted letter by SLE.

**5.3 Future Options – Offsite developments update and floor plans, previously circulated.**

1. SLE has been speaking to the Service Director for Development at Kirklees Council who confirmed that the cultural heart development is still going ahead despite the Council's current financial difficulties, and they are keen for GC to become a part of the cultural heart.
2. A meeting took place on 15/9/23 with the new ESFA contact, Paul Johnson, SLE, MJO and the Local Authority. The LA advised Paul of their acute disappointment with the free school outcome and emphasised the increased

	<p>demand in the area and lack of capacity especially in STEM.</p> <p>3. Paul Johnson recognised the demand for post 16 places but confirmed there will be no financial support until the next spending review (2025-26) or a general election.</p> <p>4. The LA asked why the £4 million capacity fund grant couldn't be transferred to the cultural heart site.</p> <p>5. SLE asked if GC can approach DfE for a loan in order to pursue the cultural heart project – the answer was no and there are currently no other routes for a loan.</p> <p>6. When questioned about increased demand for Post 16 places in Kirklees, Paul Johnson replied that GC should only enrol from Kirklees rather than its wider catchment area.</p> <p>7. The LA are looking into funding routes from the WY Combined Authority for the cultural heart development. LA will contact the Regional Director of Childrens Services to express their disappointment with the free school outcome.</p> <p>8. GC has been approached to see if we are interested in leasing or buying land which is 16000 sq ft, the site is close to the college and currently houses Iceland and the Job Centre. SLE and MJO are looking at the site on 29/9/23 and will report back at the next CDC meeting.</p> <p>RAR said the current space might not be viable, how much is the freehold and could we get planning permission for a bigger building.</p> <p>9. RAR wants clarity around the cultural heart site, his questions included: what is available, the scope for GC, how many students can be housed, and who will own the land and the building.</p> <p>SLE thinks the council will retain ownership of the land and said the scope and size was mooted as similar to the infirmary site. More information will be sought from KC, and KNO will be asked to look at the space requirements.</p> <p>10. SLE said a decision about the cultural heart site is required by the end of 2023. RAR asked for clarification from the LA on how firm a commitment they need from us, as they are aware of the financing issue.</p> <p>11. RAR asked if the LA will use their building contractors or will GC pay for our own separate facility in the development in the cultural heart.</p> <p>12. SLE said there are key decisions needed such as future expansion, affordability, and meeting enrolment targets for the Corporation at the Strategy Day in late Autumn. RAR added that a real marketing strategy is needed for enrolment.</p> <p>13. RAR said the CD meetings will continue on the published schedule, so governors are up to date with the decant and the start of Phase 3.</p> <p>14. SLE asked for governor opinions about who should be asked to officially open the Hirst building.</p> <p>There was consensus from the committee members that a member of the royal family be invited via the Deputy Lord Lieutenant's office.</p>	<p>SLE/MJO</p> <p>SLE/MJO</p> <p>SLE/MJO</p> <p>SLE/MJO</p> <p>SLE/MJO</p> <p>SLE</p>
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	<p>EBO pointed out that Princess Anne opened one of our other buildings over 20 years ago; the current royals are involved in initiatives around education and the environment, both issues align with GC.</p> <p>The committee members agreed that government ministers should not be asked to open the building.</p> <p>In response to RAR's question, SLE confirmed Judith Hirst who the building is being named after will be invited.</p>	
<p><b>6. New Build Risk Register</b></p>	<p><b>6. New Build Risk Register, previously circulated:</b></p> <ol style="list-style-type: none"> <li>1. The Risk register has been amended to reflect the new handover date of 3/11/23.</li> <li>2. The main risks are the handover and decant to the main site and Phase 3. The GT schedule of Phase 3 is currently flexible as there are many unknowns including the interfaces with the main building.</li> <li>3. (E3) Demolition work during phase 3 affect teaching and learning – MJO said strategies need developing to deal with this.</li> <li>4. RAR said as Phase 3 starts and GT know their timeline, we need to be made aware of it because of the implications to the college and students.</li> <li>5. RAR suggested that RBY, representing the student voice, should have regular meetings with SLE and MJO regarding building work issues. RAR said regular meetings with staff are also needed.</li> <li>6. MJO said he will need a route into the site so he can stop the works if necessary. EGI said a relationship needs building with GT so the works can be stopped if it's too noisy or too much vibration. EGI suggested buying a sound meter and something to measure vibrations.</li> <li>7. RAR asked about car parking, when visiting GC, he has seen cars triple parking. MJO said there are some agreements between staff to triple park, space behind Rostron will free up when Phase 3 starts, and he has recently signed the lease for the car park at Park Avenue. MJO has asked GT if we can make an agreement to use some of their site compound and is awaiting their response.</li> <li>8. SLE said the electric car parking points need resolving.</li> <li>9. EGI said a plan is needed around electric, gas, water, and IT outages.</li> </ol>	<p>MJO</p> <p>MJO</p> <p>SLE/MJO</p> <p>MJO</p> <p>MJO</p> <p>MJO</p>
<p><b>7. AoB</b></p>	<p>RAR thanked EGI on behalf of the Corporation for the RAAC report that he did.</p> <p>MJO will share the report and the submitted RAAC questionnaire with the Corporation.</p>	<p>MJO</p>

<b>8. Confidentiality</b>	None identified.	
<b>9. Future meetings</b>	Next CDC Meeting, Wed, 18 Oct 23, 4pm, Teams	Govs note

**Minutes prepared by Sharon Roper (Clerk to the Corporation) on 4/10/23**

**Approved & signed by Richard Armstrong, Chair on 18/10/23**