

South Lanarkshire College
Property and Estates Committee (Board of Management)
Held on 9th September 2015

Present B Johnstone (Chair)
 S Clarke
 S McKillop

In attendance A Allan, D Newlands

Apologies C Ferguson
 A Martin

1. Declarations of Members' Interests

No declarations were received.

2. Minutes of previous meeting

The Minute of the meeting held on 10th June 2015 had already been agreed by the Board of Management. S McKillop explained about the planned increase in staff trained in ASSIST. The College intended to move from 4 staff who had undertaken this training to 18 staff in total who had undertaken this programme. The training would be complete by November 2015.

S McKillop also added that this year the College would be able to offer students the opportunity for counselling from both a male and female counsellor. S Clarke explained that this service was extremely useful.

A Alan explained that the College had been the first college in the UK to have achieved the NUS Responsible Futures Award, which was presented to the College in June last year at an award ceremony in Birmingham.

The last matter arising related to the Gas Leak on the new site in May last year. A Allan explained the current situation in this regard.

3. Property and Estates Report

In the absence of C Ferguson, the report was presented by D Newlands

Risk

There was no change to the two current insurance claims at present which were being dealt with our insurer Zurich Insurance.

Health & Safety

Health and Safety Committee and First Aid Committee will reconvene on Monday 14th September 2015 for their first meeting after the summer break. The walkabouts with the EIS continue on a Friday morning. Mr Johnstone enquired about the membership of the Health and Safety Committee and D Newlands explained that each area across the College had a representation on the Committee.

S McKillop explained that the second college lift had been converted to a fire lift and that this would be used to help evacuate the increasing number of students with mobility problems in the event of an incident.

The fire alarm is sounded once a week at a range of days and times.

A Allan explained the link between the Health and Safety Committee and the Strategic Plan and the work that would be carried out during the October week.

Discussion took place in regard to the accident statistics and Mr Johnstone asked for an explanation in regard to the decrease in incidents, particularly in the last quarter.

D Newlands explained that this would have come about from students gaining greater experience particularly in the area of hospitality where there were fewer cuts and nicks. Hospitality was delivered within the Business Faculty which had seen a decrease of 138% on accidents during the period of May to July 2015. Both of the other two Faculties had also seen a decrease in the percentage of accidents from the previous period.

Mr Johnstone asked about capturing feedback from students across the College and A Allan explained the range of processes used to gather opinion of the student body.

Sustainability

The solar pv panels in the workshop wing had produced 124.2 wh, offset 65.8 tonnes of Co2 and had earned £13,679 plus contributed to an energy saving of £8694, giving a total saving of £22,373 since their installation in June 2013.

A Allan explained the decrease in gas consumption and the current situation in regard to the flood experienced in the boiler house. Extensive use had been made of the heating provided by the ground source heat pump.

Mr Johnstone asked about the changes in legislation in regard to the reporting on sustainability and energy usage. A Allan explained how the College currently reported to the EUAC. The changes to legislation would not make this reporting any more demanding.

Waste recycling for this quarter (May – July 2015) was 107.72 tonnes. Recycling figures for this period was 75%.

The comparison figures would be updated at the next committee meeting.

Discussion took place in regard to the summer works and the planned works for October 2015.

A range of other activities had been carried out:

- Five Year Electrical testing ongoing throughout summer break period.
- Summer works programme tasks nearing completion or have been completed.
- Roof on new build has been installed and brickwork has commenced.
- Atrium in new build has been enlarged from the original plans upon feedback from Associate Principals.
- Fixtures and fittings for the new build are now being procured.
- Building continues to be on time and to budget.
- Discussions have started in regard to appropriate submission to a range of awards and for official opening.

S McKillop explained that the College, through CCG, had managed to secure topsoil to cover the material which had been added to the bunds. The College would meet the cost of the transport of the soil.

4. Project Manager's Report

The content of the Executive Summary of the Project Manager's Report on the new building was discussed.

Mr Johnstone commented that the majority of risks were now displayed as "green" with only two risks being depicted as "amber".

£35K of the contingency fund had now been utilised and £15K remained. It was welcomed that the project remained on time and under budget. The building is scheduled for completion at the end of November.

There being no other business, the Chair closed the meeting and thanked everyone for their attendance.

