

**South Lanarkshire College**  
**Property and Estates Committee (Board of Management)**  
**Held on 10<sup>th</sup> June 2015**

**Present**      B Johnstone (Chair)  
                  C Ferguson

**In attendance**      A Allan, C Ferguson, A Martin

**Apologies**      S McKillop

**1. Declarations of Members' Interests**

No declarations were received.

**2. Minutes of previous meeting**

The Minute of the meeting held on 16<sup>th</sup> March 2015 had already been agreed by the Board of Management.

**3. Property and Estates Report**

Risk

Members were informed that the two live insurance claims were still in the hands of the College insurers – Zurich Insurance. Mr Allan stated that this now held no risk for the College.

Mr Johnstone asked if consideration had been given to acquiring insurers within the Federation. Mr Allan stated that were possible these collaborations were in place. He went on to explain that as the College had made very few claims the costs were as low as could be anticipated and also the use of APUC for all tenders ensured best value was being achieved. As with other areas when tender was due the College would approach NCL.

Health and Safety

Both the Health and Safety Committee and First Aid Committee had met in February and minutes had been received by the Human Resources Committee. No major issues had been raised at either.

Fire Evacuation Wardens – meeting took place on 11<sup>th</sup> May 2015 and subsequent training days. These training sessions had been compulsory for all wardens.

Mr Johnstone asked if legislative commitments needed to be met in this area. Mr Ferguson stated that this was not the case but that the College had its own

policies in this area. Mr Allan explained the move from 'school' type evacuation to the building sweeping and that this was now in place.

Mr Johstone enquired as to the number of full evacuations drills carried out each year. Mr Ferguson stated that this happened on an annual basis and that the alarm was sounded weekly. Discussion then took place as to how this was audited and the cycle of such audits.

### Accident Statistics

Discussion took place on the accident statistics presented for February to April 2015. Mr Ferguson stated that there were no areas of concern and that the slight rise would be in line with this period in previous years due to the January intake. Mr Johnstone asked if the College looked at preventative indicators and Mr Ferguson stated that this was the case and these were applied when useful and appropriate.

### Sustainability

As per the report members were informed that the solar PV panels on the workshop wing had produced 100.4mWh, offset 53.22 tonnes of CO2 and earned £11,046. Plus the incoming energy saving of £7028. This was an overall saving of £18,074 since the installation in June 2013.

Mr Johnstone asked if this was in line with the savings anticipated and Mr Allan stated that this was indeed the case.

### Responsible Futures

Members were informed that the College had received accreditation in Responsible Futures. Mr Allan explained that this was an NUS initiative promoting sustainability and that we were the first College in the UK to receive it. Three members of South Lanarkshire College staff would pick the award up in Manchester and have been asked to make a presentation at the conference. Mr Johnstone stated that this was excellent and must be raised at the full Board meeting.

Sustainable House – Mr Johstone asked in there was continued interest in the house. Mr Allan stated that this was the case and that today a group of 8 visitors had been in College.

Discussion then took place on the new building and its BREAMM rating which the College considered as its next move forward in this area.

### Planned Activities

Summer works requests are now being passed to Facilities. These will be compiled and passed to the Principal for approval. Mr Allan stated that such

work would be minimal as the focus at present was on the new building. The general upkeep of the building would of course continue to its high standard.

### Car Parking

The College has rented an additional 24 spaces adjacent to the site for the period of the new build.

### New Build

Update given on progress on the site and members assured that the project is on target.

Members were informed that many companies were keen to offer sponsorship through the use of their materials for the new building. This was partly due to the desire to be aligned to the first building to receive outstanding BREAMM rating in Scotland.

Gas Leak – Mr Ferguson took members through the events of the day and the detail of the evacuation. It was agreed that both staff and students should be commended for their work and co-operation.

There being no further competent business the Chair closed the meeting by thanking everyone for their attendance.