

**South Lanarkshire College
Property and Estates Committee (Board of Management)
Held on 4th December 2015**

Present B Johnstone (Chair)
 P Devenny
 S McKillop

In attendance A Allan

Apologies C Ferguson
 A Martin

1. Declarations of Members' Interests

No declarations were received.

2. Minutes of previous meeting

The minute of the meeting of the 9th September 2015 had previously been agreed.

S McKillop updated the meeting in regard to ASIST training in that 18 members of staff had now been trained and procedures were being developed to ensure consistent application of the procedures. EIS, health and safety walkabouts had recommenced with Stephen Nolan as the staff representative.

The Scottish Government had required the college sector to report on sustainability and carbon footprint information by 30th November 2015. The College had complied with this deadline and was able to report a decrease of 24% from the baseline figure. This year was a pilot of the process but next year this will become a mandatory requirement.

B Johnstone enquired if NCL had figures that could be shared with SLC but we were unaware if this was the case. A Allan agreed to forward our figures to NCL.

S McKillop outlined the changes that were planned for the atrium of our existing building for next year.

Discussion also took place in regard to the topsoil on our current campus and seeding taking place in spring 2016.

3. Property and Estates Report

In the absence of C Ferguson, S McKillop presented the report.

Discussion took place in regard to the increase in reported accidents within the Faculty of Business. P Devenny explained the sharp increase in minor cuts within hospitality!

B Johnstone asked about the reports involving chest pain. S McKillop explained that one student had been taken to hospital but that there was no other serious incidents. Further discussion took place in regard to college defibrillators.

B Johnstone asked about targets being set for Health and Safety. A Allan outlined that the agenda for these committees was to a large extent dictated by legislation. P Devenny added that many of these areas discussed came from questions asked by the committee. It was agreed that the Health and Safety Committee would in future set KPIs to benchmark improvements against.

Discussion took place in regard to risk assessment and the move towards an overarching additional risk strategy for the Lanarkshire Region.

Discussion took place in regard to the planned changes to R344 and R342.

The works carried out during the October week were discussed and it was agreed that a further column in the chart would include costs associated with the developments and upgrades.

A Allan gave some detailed feedback on the savings that had resulted from a reduction in electricity and gas costs. It was to some extent the mild autumn and winter that had resulted in significant savings but the committee should be aware that next year this might not be the situation. Discussion then took place on the current figure for recycling.

The new provision of food from Inspire was discussed. S McKillop described the general student view on the improvements to the quality of the provision. P Devenny echoed this view was shared by the student population.

Gardiner & Theobald's report on the progress of the new building was discussed and this was followed by a tour of the new building.

Lastly, discussion took place in relation to the Colleges preparedness for unexpected situations. A Allan outlined the previous response to the flood in the boiler house and the gas leak.

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