

FINANCE AND RESOURCES COMMITTEE

**Wednesday 29 November 2023 at 4.30pm
via teams**

FINANCE AND RESOURCES COMMITTEE

A meeting of the Finance and Resources Committee will be held on Wednesday 29 November 2023 at 4.30 pm via teams

A G E N D A

- | | | | | | |
|--------------|--------------------------|--|--|--|----------|
| 23.43 | Welcome and Apologies | | | | D Newall |
| 23.44 | Declarations of Interest | | | | D Newall |

Minutes of Previous Meeting

- | | | | | | |
|--------------|--|---|---|--|----------|
| 23.45 | Minutes of the Finance and Resources Committee of 4 October 2023 | P | D | | D Newall |
| 23.46 | Matters Arising Action Grid | P | D | | D Newall |

Items for Discussion

- | | | | | | |
|--------------|--|---|----|--|-------------|
| 23.47 | Draft Financial Statements for year ended 31 July 2023 | P | ND | | T Elliott |
| 23.48 | Financial Report to October 23 and Forecast to July 2024 | P | ND | | T Elliott |
| 23.49 | Costs Reduction Update | V | | | J Vincent |
| 23.50 | Commercial & External Funding Update | P | ND | | D McDougall |
| 23.51 | Tuition Fee Update | P | ND | | T Elliott |
| 23.52 | Estates, Capital Expenditure and Masterplan Update | P | ND | | T Elliott |

Items for Noting/ Formal Approval

- | | | | | | |
|--------------|---|---|---|--|-----------|
| 23.53 | Glasgow Clyde Education Foundation update | V | | | J Vincent |
| 23.54 | Schedule of Work | P | D | | K Mavor |
| 23.55 | Any Other Business | | | | D Newall |

Date of next meeting Wednesday 13 March 2024 at 4.30pm

FINANCE AND RESOURCES COMMITTEE

Date of Meeting	29 November 2023
Paper Title	Estates, Capital Expenditure and Masterplan Update
Action	For discussion
Prepared by	Tracy Elliott, Interim Vice Principal Resources and College Development
Agenda Item	23.52
Status	Disclosable

1. PURPOSE OF THE REPORT

The purpose of this report is to provide a summary of the main current estates matters for Glasgow Clyde College, including an update on the 2023/24 capital projects progress against plan and on any other significant estates related matters.

2. ACTION FOR THE BOARD OF MANAGEMENT

2.1 Members are invited to discuss this paper.

3. BRIEF BACKGROUND INFORMATION

The College's major Capital works are based on the College Capital Masterplan, the College Estates Condition Survey information for all College buildings, plus College plans for addressing emerging needs in discussion with Estates, and Faculties and Units.

3.1 COLLEGE CAPITAL PLAN FOR 2023/24

3.1.1 The College's SFC/GCRB capital maintenance funding allocation for 2023/24 is a total of £3.036M which consists of £947k of revenue lifecycle maintenance funding and £2.089M of capital high priority maintenance funding. In addition to this funding, SFC/GCRB recently approved a further £640k of additional capital funding for 2023/24 to support the necessary works in respect of the Anniesland windows repair and replace project and other previously displaced projects.

An update on the Capital Masterplan for 2023/24 is shown in the attached **annex 23.52A**. The annex also outlines potential projects for 2024/25.

Agenda Item 23.52

- 3.1.2 The College is working with Doig & Smith, the appointed project management team to progress the projects in the 2023/24 capital plan. Doig and Smith were previously appointed via McBains following a tender process. The College's capital plan has been prepared based on the College Estates Condition Survey, which was completed in 2021 for all College buildings, combined with judgement and knowledge of projects which need to be prioritised to address emerging needs of the College.
- 3.1.3 The Condition Survey 2021 which was completed by the Oakleaf Group indicated £9.9M of estates works to be completed (with the breakdown being £3.2M at the Anniesland campus, £4.7M at the Cardonald campus, and £2.0M at the Langside campus) over the five-year period following the survey. These figures exclude VAT and professional fees hence the total figure based on the survey would be over £13M.
- 3.1.4 Following on from the above assessment there were a range of priority areas to be progressed within the College's capital plans and the capital masterplan for 2023/24.
- 3.1.5 There are two key projects being taken forward in 2023/24. The first of these is the Anniesland windows repair and replace project which is being progressed as a priority following the recent survey work. This project is to repair or replace as required the windows related elements for the main three storey building at the Anniesland campus which are the worst affected areas. The other key project is the Cardonald Campus Lifts Project which was awarded earlier in 2023 and is continuing through the second half of 2023 on a phased basis. The purpose of this project is to address significant issues with the five lifts at the ten storey Tower Building at the Cardonald campus which previously did not function properly, and whilst safe, there have been problems in the effective functioning of their combined controls including frequent breakdowns sometimes with student and/or staff entrapments.
- 3.1.6 Furthermore, on 9 August 2023, further to increasing public awareness of concerns regarding RAAC, SFC wrote to colleges to request information on the presence of RAAC in college estate buildings. RAAC is a lightweight, aerated form of concrete that was that was most used in buildings from the 1960s up to 1990, with some instances of it being used earlier and into the 90s. RAAC panels were used within the structure of the roofs, walls or floors. Issues with these panels have been known for a number of years and RAAC is no longer manufactured or used as a construction material in Scotland.

Agenda Item 23.52

- 3.1.7 The College commissioned the relevant survey reports and, in September 2023, received reports that confirmed there is no RAAC at either the Anniesland or Langside campuses. However, RAAC has been identified in the boiler room and sport changing rooms at the Cardonald campus. In those areas where the College technical advisors have recommended access restrictions these have been implemented. Further survey work is currently ongoing and, as such, updates on required works will be factored into the Capital Masterplan in due course.
- 3.1.8 Other projects which are in progress and planned for completion within fiscal year 2023/24 are also outlined in the attached capital masterplan.
- 3.1.9 In addition to the SFC/GCRB funded capital projects for 2023/24, the previous version of the Capital Masterplan included the GCEF College Learning Spaces project. However, since the last capital plan update, this project has been deferred and the related funding reprioritised by GCEF in collaboration with the College. Further information will be provided when a revised scope and timescale has been agreed in partnership with GCEF.

3.2 ESTATES CLEANING PROVISION

- 3.2.1 The cleaning contract for the Anniesland and Langside campuses was due to expire on 6th May 2023. Work had been ongoing to prepare for a new tendered contract with the College's APUC representatives. Once the tenders were received they were at a significantly increased cost and the College reconsidered its options for the future cleaning service at the two campuses. It was then decided to bring these services in-house and an extension of the current contract was agreed to the 13th October 2023 after which the College would take over the management of this service.

The transfer of the cleaning services at the Anniesland and Langside campuses is now complete. All staff have been TUPE transferred from the previous contractor, ISS, to the College and the in-house cleaning service and all associated services have been mobilised successfully. Work on the development of the in-house service will be ongoing.

4. RISKS

- 4.1 There is a risk that if the estates planned works are not progressed annually then the College estate will not be fit-for-purpose.

**5. ANY OTHER SIGNIFICANT IMPACT e.g., STUDENT EXPERIENCE/
LEGAL/ FINANCIAL IMPLICATIONS/EQUALITY AND DIVERSITY**

- 5.1 There could be legal implications from this paper in respect of the projects for the Cardonald campus lifts and the Anniesland windows repair works relating to the issues with the previous works undertaken. A summons has been served in respect of the Cardonald lifts project to the previous contractor and the Project Management Team at that time. The capital financial implications are captured above and in the College capital masterplan. Estates changes will, if course, take account of benefits to the student experience and any equality and diversity matters.

Glasgow Clyde College
Capital Masterplan 2023/24

Project Ref	Project Description - Capital Projects	Project Managed by	To be funded by		Jun23 Board 23/24 Approved Capital Plan	Jun23 Board 24/25 Approved Capital Plan	Jun23 Board Approved Two Year Capital Plan		Nov23 Updated 23/24 Capital Plan for Approval	Nov23 Updated 24/25 Capital Plan for Approval	Updated Two Year Capital Plan for Approval		Update at November 2023
1	Anniesland campus - Velfac Windows Repair and Replace Project.	McBains & Doig & Smith	SFC/GCRB		£1,300,000	£0	£1,300,000		£1,840,000	£1,082,400	£2,922,400		Survey work in 22/23 recognised substantial works required mainly due to poor workmanship of the original windows installation. Phase 1 programme of works from Oct23 to Mar24 now in progress. Additional 23/24 Funding of £540k was approved by SFC. The College has received estimated costs for 24/25 Phase 2 works as outlined in the 24/25 forecast.
2	Cardonald Campus Lifts - Project design in 22/23. Works in 23/24.	McBains & Doig & Smith	SFC/GCRB		£405,000	£0	£405,000		£405,000	£0	£405,000		There have been issues with the performance of the five main lifts at the Cardonald campus which service the ten storey Tower Building. This has had a significant impact on building users, and remedial works are required to enable better control and reliability of lifts. 1st Phase Jun23 - Jul23 completed. 2nd phase due for completion in Dec23.
3	All campuses - Building Management System Replacement/ Upgrade	McBains & Doig & Smith	SFC/GCRB		£250,000	£0	£250,000		£185,000	£0	£185,000		The building management system at each campus needs to be reviewed to enable a system which provides a higher degree of controls across the campuses. This is essential particularly for better utilities management and also for the comfort of building users in levels of heating across the campuses. Anniesland is first priority as current system is unsupported. Due for completion Dec23.
N/A	Cardonald Car Park Entrance Project	McBains & Doig & Smith	SFC/GCRB		£55,000	£0	£55,000		£0	£0	£0		Plan to amend access to Cardonald car park. Cost estimates received were significantly higher than the available 23/24 budget. Project deferred for further consideration and possible rescaling down of future works. Previous 23/24 Budget vired to support Project No.4
4	Cardonald Campus Nursery Canopy Replacement	McBains & Doig & Smith	SFC/GCRB		£0	£0	£0		£55,000	£0	£55,000		Cardonald Campus Nursery canopy roof requires to be replaced. Due for completion by Mar/Apr24.
5	Cardonald Fire Alarms L1 Upgrade	McBains & Doig & Smith	SFC/GCRB		£0	£0	£0		£80,000	£0	£80,000		Upgrade of Cardonald Fire Alarm system to ensure L1 Compliant. L1 provides for Automatic Fire Detection (AFD) to be installed into all areas of a building. Due for completion by Mar24.
6	Digital Comms	Head of Estates	SFC/GCRB		£0	£0	£0		£30,284	£0	£30,284		Integration of Digital Comms across all campuses. Due for completion by Mar24.
7	Balance available for RAAC Surveys, Anniesland Windows Stage 2 - Phase 1 Fees and Other Minor works if applicable.	McBains & Doig & Smith	SFC/GCRB		£0	£0	£0		£134,000	£0	£134,000		Cardonald RAAC survey works ongoing. Anniesland Windows Stage 2 - Phase 1 design stage about to commence.
Works below this line to be progressed in future years													
	Cardonald Car Park Entrance Project	McBains & Doig & Smith	SFC/GCRB							TBC	TBC		Plan to amend access to Cardonald car park which is a very restricted space for two way traffic and causes issues at busy times for entry and exit and for pedestrian safety as it is not sufficient for the busy traffic flows. As referred to above 23/24 Project deferred as not within budget, will be considered as part of future Capital Plans.
	Langside Mary Stuart Building Fire escape repair	McBains & Doig & Smith	SFC/GCRB			TBC	TBC			TBC	TBC		Project was previously considered however can't be done in term time. To be reconsidered for future when funding available. The fire escape can be used but could be much improved.
	Cardonald Campus CCTV Upgrade	To be planned for future years	SFC/GCRB			£150,000	£150,000			£150,000	£150,000		CCTV cameras and other equipment needs to be upgraded. Yet to be fully costed.
	Cardonald Campus Roof and structure repair	To be planned for future years	SFC/GCRB			£50,000	£50,000			£50,000	£50,000		Specific small areas to be repaired with issues for example of loose cladding or water overflow. Yet to be fully costed.
	Langside - Mary Stuart Engineering Heating and electrical Systems	To be planned for future years	SFC/GCRB			£80,000	£80,000			£80,000	£80,000		System elements need replaced including fan coil units, panels and distribution boards. Yet to be fully costed.
	Anniesland external works re disabled/taxi pick up and drop off	McBains & Doig & Smith	SFC/GCRB			£40,000	£40,000			£40,000	£40,000		This is an issue particularly at the busy drop off and pick up times for mobility impaired students and for the traffic generated by the schools groups. A solution to the collection and drop off area is required.
	Anniesland external drainage works	McBains & Doig & Smith	SFC/GCRB			£100,000	£100,000			£100,000	£100,000		Drainage issues which require extensive underground works and which are causing ongoing problems. Works due for tender and to be complete by March.
	Other future years projects to be prioritised (based on condition survey/any other priorities)	To be planned for future years	SFC/GCRB			TBC	TBC			TBC	TBC		Further analysis of condition survey to be undertaken and detail of future works specified.
	Capital Masterplan totals				£2,010,000	£420,000	£2,430,000		£2,729,284	£1,502,400	£4,231,684		
Plus GCEF projects													
	Learning Spaces - Total value TBC	Doig & Smith/ Form Design	GCEF		£1,075,000	£1,175,000	£2,250,000		£0	£800,000	£800,000		Design works for the Learning Spaces project were undertaken with Form Design Consultants. However this project has since been deferred and related funding reprioritised by GCEF in collaboration with the College.
	Capital Masterplan totals				£3,085,000	£1,595,000	£4,680,000		£2,729,284	£2,302,400	£5,031,684		

23/24 SFC Capital Allocation	£2,089,284
23/24 Additional SFC Capital Allocation	£640,000
23/24 Total SFC Capital Allocation	£2,729,284

Finance & Resources Committee Schedule of Work 2023/24

STANDING ITEMS
For Discussion/Decision
Key Performance Indicators
Estates, Capital Expenditure & Masterplan Update
Commercial & External Funding Update Outturn 2023/24
Restructure Update (if required)
Savings Plan Report (if required)
For information/Noting
Glasgow Clyde Education Foundation Update
College Strategic Risk Register – Financial Risks
Any relevant SFC or other publications
Committee Remit and Schedule of Work
4 OCTOBER 2023
For Discussion/Decision
Draft Primary Financial Statements for y/e 31 July 2023
2023/24 Budget Update
Update on Draft Five Year Plan
2023/24 SFC Financial Forecast Return (<i>depends on SFC timescales</i>)
30 NOVEMBER 2022
For Discussion/Decision
Draft Financial Statements for y/e 31 July 2023
Financial Report – Year to October 2023 and Forecast to July 2024
Tuition Fee Approval
15 MARCH 2023
For Discussion/Decision
Financial Report – Year to January 2024 and Forecast to July 2024
SFC Indicative Funding Allocation for 2024-25
Update on Draft Five Year Plan
Annual Procurement Update
7 JUNE 2023
For Discussion/Decision
Financial Report – Year to April 2024 and Forecast to July 2024
Draft Revenue Budget for 2024-25
Financial Forecast Return