

BISHOP HALL PROPERTIES LIMITED

Minutes of a meeting of the Directors of Bishop Hall Properties Limited held on 7th May 2013 in Tindal Dining Room, Chelmsford.

PRESENT: Mr C Collins (Director)
Mr R Smith (Director)

IN ATTENDANCE: Miss C Ludlam
Dr A Oluwatudimu

Action

752. DECLARATION OF INTERESTS

752.1 The Director Rex Smith made a declaration of interest. It was noted that he personally knew a director of Mulalley as their children went to the same school.

753. APOLOGIES

753.1 Apologies were received from Professor Michael Thorne & Stephen Bennett.

754. MINUTES OF THE PREVIOUS MEETING

754.1 The minutes of the meeting held on 18th February 2013 were **AGREED** as a true and correct record.

755. MATTERS ARISING

755.1 There were no matters arising.

756. MEDICAL BUSINESS INOVATION CENTRE

756.1 The Board received and considered a report.

756.2 It was noted that the contract negotiations with Morgan Sindall were completed and the documents were with Morgan Sindall for execution. The Board noted that the contract was placed with Anglia Ruskin University ("ARU") and not BHP as Morgan Sindall wanted a parent guarantee from ARU if the contract was with BHP.

756.3 It was discussed that ARU requested fees from the designers to carry out additional works which included the mezzanine to the engineering building and the Brise Soleil to the BIC south and west elevations. These fees were currently under review.

756.4 The Board **NOTED** the contents of the report.

757. YOUNG STREET REDEVELOPMENT – PHASE 1

- 757.1 The Board received and considered a report.
- 757.2 It was noted that Site Works had progressed well but were hampered by cold weather. The Contractor reported a one week delay due to the cold weather.
- 757.3 It was noted that the design of Section 106 works was complete and a meeting had been scheduled for 18 May 2013. The Board discussed and agreed that an independent professional expert should attend the meeting to represent ARU to ensure that ARU were not criticised directly.

758. YOUNG STREET REDEVELOPMENT – PHASES 2 & 3

- 758.1 The Board received and considered a report.
- 758.2 It was noted that the tender list was approved, six tenderers were selected but one had withdrawn due to time restrictions.
- 758.3 The Board **NOTED** the contents of the report.

759. MUSIC THERAPY CENTRE

- 759.1 The Board noted that estimate practical completion was August 2013 and that good progress was being made despite the cold weather.
- 759.2 The Board was asked to note the revised IT/AV budget which was received on 11 April 2013 and confirmed a potential overspend of £76,620.00.
- 759.3 The Board agreed that it would discuss Stage F Sign Off in detail at the next meeting and noted that there was nothing to actively do now.

760 BRADMORE STREET

- 760.1 The Board received and considered a report.
- 760.2 It was noted that the works were complete and the project came in on budget. The building was now occupied by the eye clinic who was satisfied with the works.
- 760.3 There were a couple of defects which were now resolved but the Board was asked to note these.

761. REVIEW OF CAMBRIDGE MASTER PLAN

761.1 The Board received a verbal report.

761.2 It was noted that exchange of contracts had taken place on Compass House in Cambridge and was due to complete on 8 May 2013.

761.3 It was noted that different options were still being discussed on how to move forward with this project. It was noted that there was a desire to use a Government Framework for consultants which was due to expire shortly and agreement was needed for an appointment which would require Board approval.

762. REPORT ON RECENTLY COMPLETED PROJECTS

762.1 The Board received and considered a report.

762.2 The Board noted that the Defects Liability period ended May 2011 in relation to the Chelmer Valley Road Junction and that the project was delivered within budget. Essex County Council Highways were being chased in order to close out the certification on the Junction.

762.3 The Board noted that most of the identified defects in the Lord Ashcroft Building had been resolved by Volker Fitzpatrick including the leaky flat roof. There was still some remedial work to do in relation to deflection to the 2nd floor soffit which affected corridor doors.

762.4 The Board noted that the works to the Southern Plaza Remodelling were now complete but a potential issue had arisen with Essex City Council regarding land ownership. The Board noted that there was a meeting scheduled shortly to discuss in more detail.

762.5 The Board noted that the Defects Liability period for University Centre Harlow had expired albeit a latent defect had just been notified this week regarding cracks to internal partitions. Details of HEFCE final report had been sent to VC to close out the project.

763. FORECAST FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 JULY 2013

763.1 The Board considered and noted the forecast accounts and financial statements for the year ending 31 July 2013.

763.2 It was noted that a date had been set for the VAT tribunal hearing for September 2013 but that the University was trying to negotiate an out of court settlement as HMRC were willing to work at this.

764. ANY OTHER BUSINESS

764.1 The Board discussed the bio-mass power source plant that was due to come to Chelmsford and whether it was beneficial to the Chelmsford campus as it was a 'green' electrical and heat source.

765. DATE OF NEXT MEETING

765.1 It was noted that the date of the next meeting was 23rd July 2013 at 5pm in the Tindal dining room, Chelmsford.

CHAIRMAN

DATE