

ESTATES MAJOR PROJECTS AUTHORITY	
Date of meeting:	27 th November 2020
Attendees:	<ul style="list-style-type: none"> Richard Samuda, Harjinder Kang, Waseem Zaffar, Mike Hoare, Rachel Barlow, Dinah McLannahan, Dave Hollywood, Susan Rudd.
Apologies:	<ul style="list-style-type: none"> Toby Lewis, Mick Laverty, Austin Bell.
Key points of discussion relevant to the Board:	<ul style="list-style-type: none"> Cladding proposal update and recommendation Contingency forecast
Positive highlights of note:	<ul style="list-style-type: none"> NA
Matters of concern or key risks to escalate to the Board:	<ul style="list-style-type: none"> Contingency forecast once pre approvals and cladding costs approved was presented as a deficit of £3k. Cladding costs are based on worst case scenario costs and value for money engineering is expected to better this into a positive position. There is work ongoing to value engineer cost efficiencies into the overall contingency fund future items to cover potential future risks. This will be reported as a progress update in January.
Matters presented for information or noting:	<ul style="list-style-type: none"> NA
Decisions made:	<ul style="list-style-type: none"> Cladding proposal accepted – pending full test result documentation. Recommend Private Trust Board approval of this months instructions and cladding spend against contingency budget.
Actions agreed:	<ul style="list-style-type: none"> Site visits to be arranged for committee members to review product samples and final colour and product finish before Christmas. Report back on contingency fund and betterment in January.

Richard Samuda Chairman
Chair of the Estates Major Projects Authority
For the meeting of the Trust Board scheduled for 3rd December 2020