



**EBD OG EXECUTIVE COMMITTEE MEETING  
BEAUMANOR HALL, LEICESTERSHIRE  
22 MARCH 2007**

**Present:** Clare Medland, Tony Blackman, Chris Borderick, Shirley Turner, Graham Olway, Clare Collins, Christ Gilbert, Tony Palmer.

**In attendance:** Ian Cook

**Apologies:** Penny Pennington, Norrie Porter, Bob Dutton, Gareth Simmons, Keith Armstead, Ray Baker, Greg Durkin, Ged Mitchell, Mark Dolling, Digby Moulden.

		<b>ACTION</b>
1.	<b>Minutes of the last meeting – 22 November 2006</b> (Thanks to Clare Medland for producing the minutes). Confirmed as correct.	
2.	<b>Matters arising</b> 2.1 Building Futures Journal – TP advised that following further meetings – circulation issues have now been resolved. Issue 4 due out in April 2007. 2.2 Research by J Horan (Staffordshire) ongoing and now has significant data to assist his findings. 2.3 CSCG meeting held. 2.4 Sprinklers – a new DfES Fire Guidance disc in circulation, which provides guidance on risk assessment which may lead establishments to view need for sprinklers as a priority. ST to clarify status of guidance.	<b>ST</b>
3.	<b>Schools Capital Strategy Consultative Group</b> 3.1 ST updated on issues discussed at the meeting on 8 March 2007. 3.2 Still looking for case studies on school kitchens (DfES contact – Lucy Watson/Shaw Warnock). 3.3 “Audit of impact of investment” – data requests to LAs imminent to provide evidence in support of capital investment. 3.4 TCF – still no update until outcomes of CSR known (information may be available in summer term) 3.5 LSC prospectus on “Buildings for Colleges” - <i>Item for</i>	<b>All</b>

	<b>May agenda .</b>	<b>ST</b>
4.	<p><b>VA Working Group / Transition Group</b></p> <p>4.1 Last meeting held in December 2006 and next meeting in May 2007 conflicts with EBD OG Conference.</p> <p>4.2 CG updated meeting on latest discussions on VAT issues; land sales (which could be used towards 10% contribution of new works); insurance 10% v 100%; DFC and Charity status implications on new legislation.</p>	
5.	<p><b>RIBA Schools Client Forum</b></p> <p>5.1 ST updated meeting on items discussed at meeting on 28 February 2007 including</p> <ul style="list-style-type: none"> <li>• objectives and themes for future events</li> <li>• School Building Design CPD Course (not aimed at Architects) at Masters level - is being developed</li> <li>• BSF Review Meeting to report back soon.</li> </ul> <p>5.2 RIBA has decided to update and re-draft the RIBA Governors Guide – ST has drafted an Executive summary.</p> <p>5.3 Discussion on the need to have a good representation from LAs on the Client Form.</p> <p><i>Item for May agenda.</i></p>	<b>ST</b>
6.	<p><b>Children's Services Communication Group</b></p> <p>6.1 ST updated on items discussed at meeting held on 8 March including:</p> <ul style="list-style-type: none"> <li>• DfES weekly communications with LAs</li> <li>• Regional events</li> <li>• SBN calendar and future agenda items.</li> </ul>	
7.	<p><b>School Building Network Focus Group</b></p> <p>7.1 IC presented written report to meeting.</p> <p>7.2 Next Regional events (June 2007) will be held in Derby, London and Leeds. Proposed locations for January 2008 are London, Manchester and Gloucester.</p> <p>7.3 IC fed back on study trip to Copenhagen.</p>	
8.	<p><b>Primary Capital</b></p> <p>8.1 Pathfinders are working with DfES to determine process, guidance and strategy for the main programme. Further details expected at November Conference.</p>	
9.	<p><b>Phase 2 Children's Centres</b></p> <p>9.1 Very useful meeting with DfES Sure Start Deputy Director, which highlighted a number of misunderstandings and misinformation. Hopefully this might bring about positive change.</p>	
10.	<p><b>Non EBD OG Conferences</b></p> <p>10.1 A number of requests have been made to advertise conferences on EBD OG website. We need to consider criteria for supporting or advertising conferences or not.</p> <p><i>Item for May Agenda</i></p>	<b>ST</b>
11.	<b>Executive Committee Representation</b>	

	<p>11.1 Following consultation at last EBD OG Conference CG presented a draft proposal on Representation that was circulated for consideration.</p> <p>11.2 It was agreed, to ensure continuity, that transitional arrangements are put in place.</p> <p>11.3 It was suggested that conference organisers be co-opted onto the Executive Committee for a time-limited period and that this should be included in the Report to Conference in May.</p> <p>11.4 Other issues discussed:-</p> <ul style="list-style-type: none"> <li>• Publication of Regional minutes on EBD OG website.</li> <li>• Process for moving forward to be confirmed at May meeting.</li> <li>• <i>Item for May agenda.</i></li> </ul>	<b>ST</b>
12.	<p><b>Conferences</b></p> <ul style="list-style-type: none"> <li>• Northamptonshire (May 2007) – agenda circulated.</li> <li>• Harrogate (November 2007) – Hotel booked; themes being developed.</li> <li>• Kent (May 2008)</li> </ul>	
13.	<p><b>AOB</b></p> <p>Date of next meeting 16 May 2007 – Northamptonshire (Conference)</p>	<b>ALL</b>