

**Minutes of the meeting of the Major Projects & Investment Committee  
held at 4.00 pm on Wednesday, 19 December 2018  
1B05 - by Conference call**

**Present**

Douglas Denham St Pinnock (Chair) - (conference call)  
Julie Chappell (conference call)  
Jerry Cope (conference call)  
Nelly Kibirige (conference call)  
Kevin McGrath (conference call)  
Jeremy Parr (conference call)  
Dave Phoenix  
Tony Roberts  
Nazene Smout (conference call)

**In attendance**

Richard Flatman  
David Learmont  
James Stevenson  
Shân Wareing  
Anita Ikpa

**1. Welcome and Apologies**

The Chair welcomed members to the meeting. The Chair welcomed David Learmont, the LEAP Programme Director to the meeting.

**2. Declarations of interest**

No member declared a conflict of interest in any item on the agenda.

**3. LEAP Programme (to approve)**

The purpose of the meeting was to seek approval for a drawdown for an additional 'work package (WP) 1.5' to progress the LEAP project to 30 April 2019. WP1 (approved by MPIC) had been designed to develop the vision and structure of the LEAP programme and to make an assessment of costs and options. WP1 was completed [REDACTED] below budget.

As part of this scoping phase in WP1 a number of areas were identified for further work:

1. to enable an assessment of the most effective routes forward, further information was required with respect to process mapping. This was targeted for development in WP2 but is now planned for WP1.5.
2. to assess what aspects of work at Lambeth College (which would join

the LSBU Group on 31 January 2019) should be incorporated within the project. This was not in the original scope. Mapping and assessment is costed at [REDACTED]

3. to firm up the costings/benefits aspect of the project there needs to be a greater understanding of the baseline expenditure, which will inform budget allocation from 2019/2020 onwards.

Accordingly, the Executive is requesting:

- a roll forward of the [REDACTED] underspend on WP1 plus release of an extra [REDACTED] to enable process analysis that was in WP2 to be brought forward to WP1.5;
- an additional [REDACTED] to assess Lambeth requirements as part of the programme and
- an additional [REDACTED] to undertake a baselining exercise.

The total cost for WP1.5 is [REDACTED] of which [REDACTED] is new.

The committee noted that to ensure transparency the [REDACTED] used to undertake the baselining exercise may be included in the wider [REDACTED] analysis, which the Executive are considering as part of the review of the overall cost base.

The committee queried the overall programme costs, which would be closely monitored by the Executive.

The committee approved:

- the release of an extra [REDACTED] from WP2 to be brought forward to WP1.5;
- an additional [REDACTED] be used to assess Lambeth requirements as part of the programme and
- an additional [REDACTED] to undertake a baselining exercise.

**Date of next meeting  
4.00 pm, on Thursday, 28 February 2019**

**Confirmed as a true record**

..... (Chair)