



Department of Public Building & Works

Box No. 412, STATES OFFICES, SOUTH HILL, ST. HELIER, JERSEY.

Telephone: 0534 78111.

Director: M.A.F. Bartley, B.Sc. (Eng.), C.Eng., F.I.C.E., M.I.W.E.S.

All correspondence to be addressed to the Director, quoting reference.

Our Ref :

JHLeM/DTFB/4/2/2 - 4/2/3 - 4/2/4

Your Ref :

Mr. J.S. Rodhouse,
Director of Education,
Education Department,
P.O. Box 142,
Highlands,
St. Saviour



11th March 1985

Dear Mr. Rodhouse,

New 'C' and 'J' Block and
Games & Fitness Centre

Following the meeting on 25th February 1985 with the Quantity Surveyor to discuss the cost implications of the project, it was thought that details of possible savings on floors finishes together with the amounts included for heating the various buildings would be useful. These are shown on the enclosed letter dated 28th February 1985 from Messrs. Nixey.

A copy of a detailed estimate for 'B' block is also enclosed.

Yours sincerely,

Principal Architect

Enc.

KEY

QUANTITY SURVEYORS

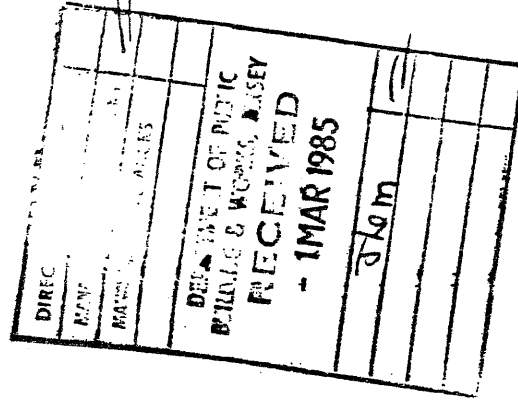
Principal N. C. ARMSTRONG, F.I.A.S.,
Incorporated Surveyor

8, MIDVALE ROAD,
ST. HELIER, JERSEY, C.I.
TELEPHONE 20326/7
S.T. D. 0534

Our Ref: BED/CB

28th February 1985

J. Le Marquand A.R.I.B.A.,
Principal Architect,
Dept. Public Building & Works
South Hill,
St. Helier,
Jersey.



Dear Sir,

HIGHLANDS COLLEGE DEVELOPMENT

Further to our meeting on Monday 25th February 1985, I schedule below the information requested by the Education Department.

1. Floor Finishings

Power float and paint finish instead
of Quarry tiles and Granolithic. Iron
Duke carpet instead of Flotex Carpet.

C Block Saving £ 22 500 : 00

Iron Duke carpet instead of Flotex
carpet.

J Block Saving £ 1 000 : 00

Carpet to standard of Flotex instead
of Granwood flooring to Games Hall

Saving £ 9 500 : 00

TOTAL NETT SAVING £ 33 000 : 00

J. Le Marquand
Highlands College Development

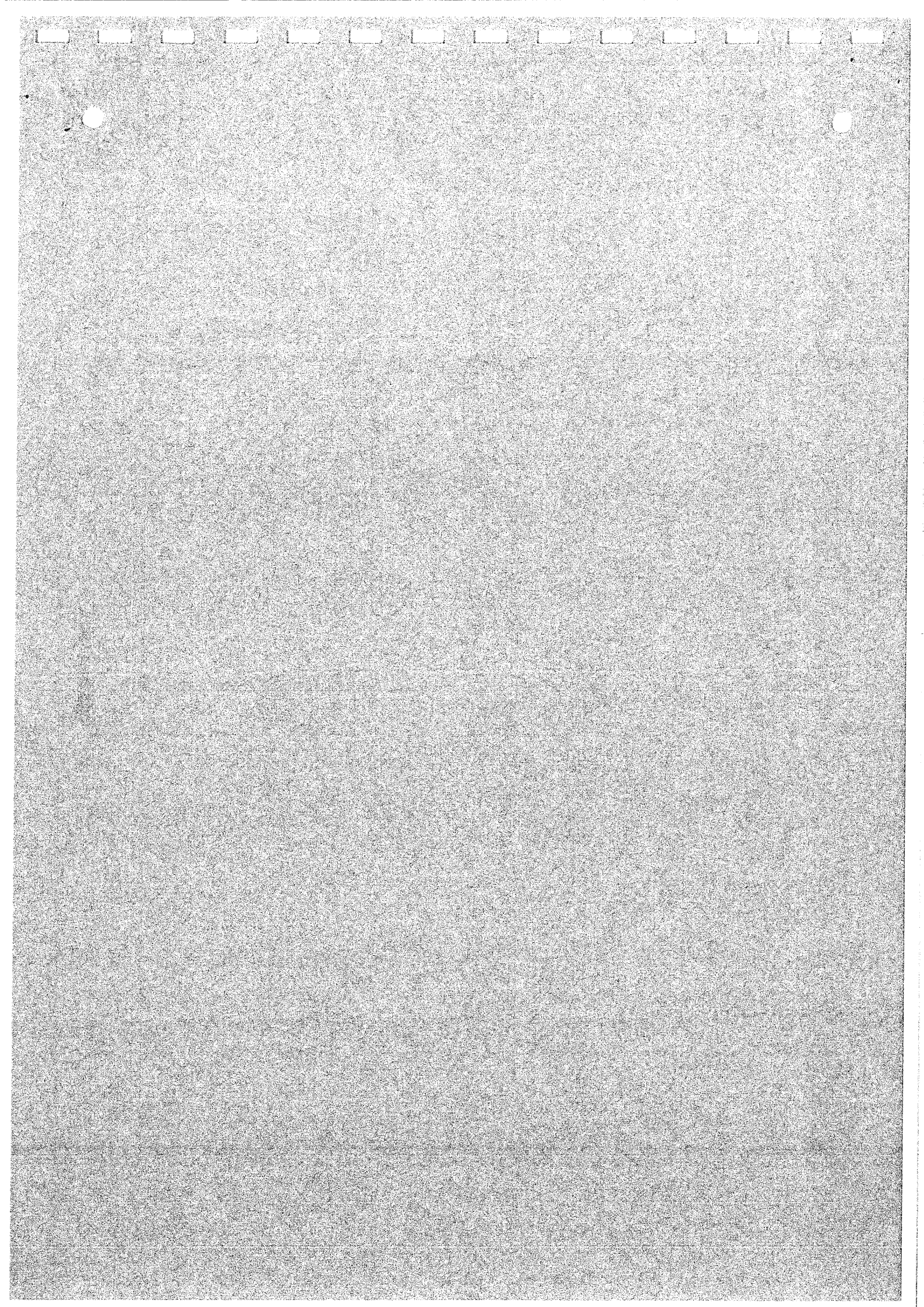
28th February 1985

	£	p
2. Central Heating		
<u>C Block</u>		
Allowance for connection to existing heating main and provision of booster equipment.	17 000	: 00
<u>J Block</u>		
Allowance for full boiler unit, stack or flue system, oil storage and equipment.	23 000	: 00
<u>Games and Fitness</u>		
Allowance for full boiler unit, stack or flue system, oil storage and equipment.	25 000	: 00
TOTAL ALLOWANCE IN COST PLAN		<u>£ 65 000 : 00</u>

Yours faithfully,



p.p. Nixey



B BLOCK HIGHLANDS COLLEGE

	Total Cost £ p	Cost per m^2 (per ft^2)
SUBSTRUCTURE AND RETAINING WALL	95 200 : 00	75.38 (7.00)
SUPERSTRUCTURE	276 150 : 00	218.65 (20.32)
FINISHINGS	148 820 : 00	117.82 (10.95)
DISABLED PERSONS LIFT	10 000 : 00	7.92 (0.74)
SANITARY AND MECHANICAL INSTALLATION	107 810 : 00	85.36 (7.93)
SITWORKS AND DEMOLITION	14 560 : 00	11.53 (1.07)
MAIN SERVICES	1 750 : 00	1.38 (0.13)
DRAINAGE	11 060 : 00	8.76 (0.82)
PRELIMINARIES	27 090 : 00	21.45 (1.99)
CONTINGENCIES AND DESIGN RISK	7 560 : 00	5.99 (0.56)
ALTERATIONS WITHIN 'A' BLOCK	40 000 : 00	-

Floor Area 1263 m^2
(13 590 sq ft.)

£ 740 000 : 00	£ 554.24
	(£ 51.51)



F.O / PSM
MANGOT

FINANCE AND ECONOMICS COMMITTEE

4th August, 1986.

Education
Committee:
Highlands
College
"C" Block.
Drawings:
839/57/1
(14)

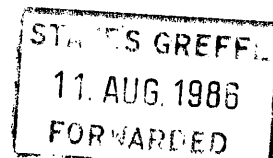
18. The Committee considered a Treasury Paper, dated 1st August, 1986, together with a Report and Proposition in which the Education Committee asked the States to approve Drawings Nos. 2792/8 - 9 - 10 - 11 - 12 and 13, also Drawing No. 2756 showing the construction of "C" Block forming part of Highlands College Development.

T.O.S.
E.A.
C.I.Aud.
Ed.C.(2)

The Committee noted that since the 1984 revised development had been agreed, the schemes for "C" Block and "J" Block had increased, allowing for inflation, by approximately 50 per cent. If the Education Committee were to avoid the need to request additional funds (other than inflation) in order to complete the programme, then the schemes for the Games Hall and "B" Block would have to be reduced significantly from that envisaged in the 1984 revised programme. It was understood that Phase III development of Highlands College might be revised as a result of the Education Committee's consideration of the future of secondary education.

The Committee decided to defer consideration of the Report and Proposition and to request the Education Committee to provide it with comprehensive proposals covering the final development of Highlands College, details of which, together with costs, should also be included in its present Report to the States.

Greffier of the States



MEMORANDUM

TO: J. S. RODHOUSE

FROM: [REDACTED]

DATE: 22nd October, 1987.

HIGHLANDS COLLEGE DEVELOPMENT

FINANCIAL REVIEW (22.10.87)

1. FUNDS AVAILABLE

a) Funds available are taken at June 1987 Price Levels to reflect budget submissions:-

	<u>Voted</u> £	<u>Expenditure incurred in each of the respective years</u> £	<u>Net Voted Sums</u> £	<u>Price Base</u> £	<u>Increases to June 1987</u> £
1.1.84	620,000	-	620,000	mid '84	735,638
1.1.85	400,000	36,985	363,015	mid '84	430,722
1.1.86	733,000	50,515	682,485	mid '85	767,473
	<u>£1,753,000</u>	<u>£87,500</u>	<u>£1,665,500</u>	-	<u>£1,933,833</u>

Inflation: 1984 6%, 1985 5%, 1986 6%, 1987 (to June) 3.5%
Source: Nixey (Quantity Surveyor)

Accordingly, only the net voted sum of £1,655,500 can be used for inflation.
Therefore:-

	£
	1,933,833
Less	1,665,500
	<u>£ 268,333 say, £268,000</u>

The sum of £106,000 was voted in 1987 with the sum of £162,000 being inscribed into the 1988 Budget at June 1987 Price Levels i.e. a total of £268,000.

b) Summary of Funds Available

<u>Budget</u>	£
1984	620,000
1985	400,000
1986	733,000
1987	106,000
1988	162,000

£2,021,000 mid '87 Price Levels

2. PROJECT COSTS

a) C & J Blocks

	<u>Transport</u> <u>Engineering</u> 'C' £	(Q.S. Estimate) (PB & W letter 14.5.87) <u>Mechanical</u> <u>Engineering</u> 'J' £
*Contract Sum	422,800	485,000
Fixtures and Fittings	15,000	10,000
Fees (PB & W 7.1%)	30,000	48,500 (PB & W 10%)
Capital Equipment	87,500	50,000
Contingency (say)	15,000	15,000
	<hr/> £570,300 <hr/>	<hr/> £608,500 <hr/>

*Nixey's monthly Q.S. update as at 7/10/87 estimates the contract sum as amended for P.C. and Provisional Sum adjustments to be £418,443. The Contract is therefore progressing in accordance with our contract estimate.

b) Summary - Total Development

	£
C Block	570,300
J Block (demolition included)	608,500
Demolition B and C Blocks	31,200
	<hr/>
	1,210,000
B Block, Games Hall etc.	760,000 *
	<hr/>
	1,970,000
Reserve	51,000
	<hr/>
	£2,021,000
	<hr/>

* Re: JSR File Note 5.6.87 £760,000 being the amount made available to Dr. M. Le Guillou.

3. C BLOCK - FURNITURE AND FITTINGS

a) You may recall that at the annual estimates meeting earlier this year, Highlands College raised the subject of furniture and fittings for inclusion in their 1988 revenue budget. We then asked them to withdraw their considerable provision for furniture and to subsequently provide a more detailed list of their requirements once the building was nearing completion and, for 1988, we would give them the normal capitation rate.

I enclose a copy letter and a listing of the furniture requirements which I received in October from Dr. Le Guillou. This list comprises both furniture and fittings.

Some fixtures and fittings had been ordered (16.07.87) in the sum of £9,500. Accordingly there remains £5,500 available.

b) Summary - C Block - Furniture and Fittings

	£
Required	9,900
Less available	5,500
	<hr/>
	£4,400
	<hr/>

If you are agreeable this could be funded from the C Block Reserve of £15,000.

4. REMOVAL OF TEMPORARY CLASSROOMS

I understand that there is a sum of £5,000 included within the 1988 revenue budget for removal of the existing temporary classrooms, consequently there is no charge to the capital vote.

Enc.

RMW

cc. Mrs. S. P. Henwood



EDUCATION COMMITTEE

2nd May, 1990

Highlands
College
Development:
'B' block.
Report and
proposition.
839/57/1(20)
D.of E.
T.O.S.
E.A.
C.I.Aud.
St.Aud.
S.F.E.C.
Est.C.(2)
States(2)
Printer
Encl.

6. The Committee recalled that, in 1982, the States had approved, in principle, a development programme for Highlands College (P.84), an amendment to which was approved in 1989 to cover the final phase of that development programme to provide additional classroom and student accommodation and staff rooms.

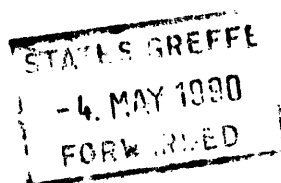
The Committee noted that the remaining corrugated iron clad temporary building which had been erected in 1914, was no longer suitable for teaching purposes for a variety of reasons and it was proposed that a four storey building would replace 'B' block which would house lecture, tutorial, syndicate computer and work rooms together with ancillary offices and store areas to meet the expanding needs of management and finance related training. In this respect, the Committee was reminded of the recent States' debate on capital priorities when the President of the Finance and Economics Committee had requested the Committee to provide further facilities for management training and related subjects. The building, which would make better use of land than the originally proposed two-storey block, would also incorporate a library, lecture theatre, staff common room and refectory as originally proposed in the 1982 development plan which would release space in the main 'A' block to house departments currently occupying temporary buildings.

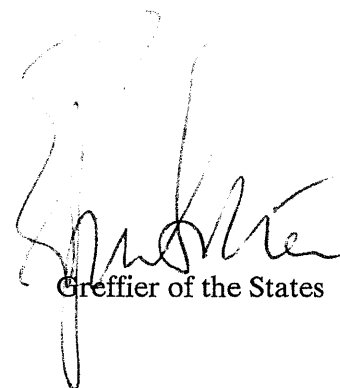
The Committee noted that there would be no additional manpower requirements as management courses were organized on a self-financing basis with tutors mainly from the United Kingdom engaged on a specific contract for each course.

The Committee noted that the estimated cost of the development was as follows -

Building, including all site works (at March 1990 Prices)	£2,220,000
Fees 12 per cent	£264,000
Furniture and fittings	<u>£150,000</u>
Total	<u>£2,614,000</u>

The Committee, having approved the report and proposition, decided to lodge them 'au Greffe' through the intermediary of the Finance and Economics Committee and directed the Greffier of the States to send a copy of this Act to that Committee accordingly.




 Greffier of the States



FINANCE AND ECONOMICS COMMITTEE

25th May 1990

Education
Committee:
Capital
Proposals
for 1991.

839/22/1(7)
839/25/1(7)
839/39/1(23)
839/12/1(12)
839/33/1(10)
839/57/1(20)

T.O.S.
B.A.
C.I.Aud.
St.Aud.
Ed.C.(2)

7. The Committee considered a Treasury Paper, dated 21st May, 1990, together with a Report and Proposition in which the Education Committee asked the States to approve, in principle capital projects to the value of £6.219 million. The projects, which were based on estimates prepared by the Public Services Department, were compared with the amounts contained in the Policy and Resources Committee's Report and Proposition on the States' Capital Programme for 1991 (P.41/90) approved by the States on 24th April, 1990, as follows-

	Currently Estimated £'000	Approved in April £'000
(1)	[REDACTED]	
(2)	[REDACTED]	
(3)	[REDACTED]	
(4)	[REDACTED]	
(5)	Highlands College Block	2,634
(6)	[REDACTED]	
(7)	[REDACTED]	

The Committee received the President of the Education Committee, Mrs. I.M. Le Feuvre, President, together with Mr. Brian Grady, Director of Education. The Committee also considered a Paper prepared by the Director on the Education Capital Building Programme which concluded that the level of that Programme should be maintained. However, if the Finance and Economics Committee was unwilling to accept the position then the [REDACTED] could be deferred until 1992 and reductions sought in the [REDACTED]

The President stressed that the Committee could not support a total request in excess of £4.185 million, which amount had been approved by the States on 24th April, 1990. This approval had been unanimous and it was essential to introduce more discipline into the system.

Mrs. Le Feuvre appreciated the recent decision of the States and was embarrassed that the estimates exceeded the amounts already approved. However, the estimates had been updated to take account of inflation and the major difference was in the cost of Highlands College 'B' Block where a four storey building was now proposed to meet the needs of training.

The Director re-iterated the importance of training in certain areas, including business studies, and stated that the development as now proposed could cope with future demand. The building, however, would have to conform to standard requirements. At the present time the ground floor of the building could not be used because of the lack of natural light. At the present time there were about 60 women waiting for retraining as word processor operators and it would assist the immigration problem and zero job growth if these women could return to work.

He pointed out that the Education Committee's 1982 Highlands College development plan had reduced in real terms and a number of the developments proposed had not yet been provided.

The Treasurer of the States reminded the Committee that the Education Committee in recent years had agreed to wipe the slate clean with regard to that plan.

The Committee suggested to the President of the Education Committee that that Committee appropriately should prepare a Policy Report for consideration by the States on the new curriculum, refurbishment proposals, new Schools, etc.

The Treasurer of the States referred to the July, 1989, base prices on which the original estimates had been prepared. He stated that inflation would be added to these prices at tender stage by the Education Committee requesting Supplementary Votes of Credit.

The Committee, having re-iterated that the amount of £4.185 million must not be exceeded, suggested to the delegation that, in addition to considering the deletion of certain items from its 1991 revised estimates, there might be capital votes of credit previously granted to the Education Committee which had not been committed and which that Committee could possibly decide should be deferred in favour of its 1991 proposals. In this event the Education Committee could ask the States to transfer these funds from one capital vote of credit to another. Another possibility was that training facilities in the private sector might be considered for some of the Courses.

Mrs. Le Feuvre undertook to re-examine the education Committee's capital requests for 1991 and to report back at the earliest opportunity. The Committee noted that it would need to make a decision on the Education Committee's capital proposals for 1991 in order that they could be lodged "au Gfeffe" not later than 12th June, 1990.

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f \J:e er of the States

31 JUN 1990
FORWARDED

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EDUCATION COMMITTEE

(77th Meeting)

13th June, 1990

Highlands
College:
future
plans.

D.of E.

23. The Committee, with Dr. M. Le Guillou, Principal of Highlands College in attendance, received his paper entitled 'Highland College's role in relation to Jersey's training needs' which summarised the development of the College since the adoption in 1982 of the Development Plan and also set out plans for the future rôle of the College.

The Committee noted that the catering studies building, the transport engineering workshop, the trowel trades/painting and decorating workshop, the carpentry and joinery workshop, the electrical/electronic engineering block, the mechanical engineering, welding/fabrication and plumbing workshops, plus specialist accommodation at Trinity were only suitable for the purposes for which they were built, and that there was a need to provide further accommodation for business related subjects and opportunity for expansion in other areas. The Committee agreed that there was a need to use the College buildings and other related facilities in a more flexible manner in order to maximise use of this important resource.

In relation to student numbers, the Committee noted that student numbers attending the College between 1983 and 1989 had grown from just over 3,200 to just under 8,000 and that students in short courses - mainly business-related subjects - accounted for much of this increase. The Committee agreed that there was a need to provide training in order to meet the demand for qualified employees once the States' zero growth immigration policy had taken effect. In this respect, the Committee was interested to note that the College had a waiting list of approximately 60 women for business-related courses.

The Committee toured the buildings of the College and noted the plans for the development of the 'B' block site which formed part of the Committee's capital proposals for 1991. The current proposal was for a four-storey building occupying approximately 7,000 square feet which would make full use of the existing site. The proposed new building would include 12 classrooms, associated offices, the College library, a lecture theatre, staff common room and refectory, caretaking facilities, boiler house and oil storage. The construction of 'B' block would enable space to be released in the main building for housing areas of work still accommodated in temporary buildings and for badly-needed enhancement of facilities in the main building.

The Committee thanked Dr. Le Guillou for his presentation.



EDUCATION COMMITTEE

13th June 1990

Capital
Projects
for 1991:
report &
proposition
839/22/1(7)
839/25/1(7)
839/12/1(12)
A70/2/(252)
839/57/1(20)
839/19/1(3)

9. The Committee, with reference to its Acts Nos. 1, 2, 3, 4, 5 and 6 of 2nd May, 1990, recalled that it had approved reports and propositions asking the States to approve, in principle, its capital proposals for 1991.

The Committee was informed that, following discussions with the Finance and Economics Committee and the Treasurer of the States, the estimates for the 1991 Capital Projects had been revised as follows -

[REDACTED]	
Highlands College 'B' block	£1,834,300
[REDACTED]	
	<u>£4,185,000</u>

D.of E.

The Committee recalled that it had also approved a report and proposition regarding the [REDACTED]. However, in view of the increased cost of replacement of Highlands 'B' block, it had been agreed that, since this was the Committee's lowest priority, it was likely to be deferred or alternatively, the Committee would seek the approval of the States to transfer funds from existing Capital Votes of Credit no longer required or from other schemes that might be deferred.

The Committee noted that its Capital Requests for 1991 had now been combined in one report and proposition which would be debated by the States on 26th June, 1990.

Greffier of the States

STATES GREFFIER
21 JUN 1990
FORWARDED

EDUCATION COMMITTEE9th October 1991

Highlands
College:
'B' block
plans.

839/57/1(20) ✓

D.of E.

7. The Committee, with Mr. D.P. McEvoy, Deputy Principal of Highlands College and the Project Architect in attendance, considered sketch plans for the new business studies centre at Highlands College.

The Committee noted that the Fire Department had recommended an additional staircase for safety reasons. The Committee decided, on viewing the plans, that it would not wish to lose space by creating a third staircase and requested that the Architect should discuss the plans further with the Fire Service. It was noted that the internal lay-out of the building would be subject to change in order to comply with Fire Service requirements.

Greffier of the States

21 OCT 1991



EDUCATION COMMITTEE

11th December 1991

Highlands
College
B Block:
plans
839/57/1(20)

14. The Committee, with reference to its Act No. 7 of 9th October 1991, recalled that it had requested the architect to hold further discussions with the Fire Service in relation to the need for a further staircase in the new business studies centre at Highlands College.

D.of E.

The Committee approved new plans which would now be submitted to the Island Development Committee for approval.

Greffier of the States

STATES GREFFE
31 DEC. 1991
FORWARDED



EDUCATION COMMITTEE

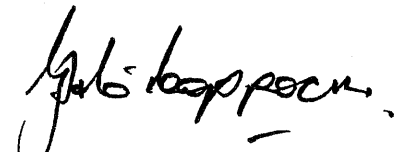
24th February 1993

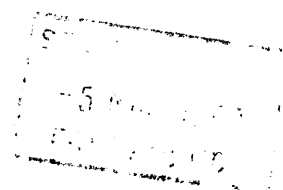
Highlands
College
B Block:
approval
of drawings
839/57/1(20)

5. The Committee, having recalled that the States, by Act dated 26th June 1990 had approved in principle the development of additional teaching accommodation, library and lecture theatre at Highlands College and that a capital sum for the project had been approved in 1991, decided to ask the States, through the intermediary of the Finance and Economics Committee, to approve drawings showing the construction of a new block providing the aforementioned facilities.

D.of E.
T.O.S.
C.A.to St.
C.I.Aud.
S.F.E.C.
States(2)
ENCL.

The Greffier of the States was directed to send a copy of this Act, together with a relevant report and proposition, to the Finance and Economics Committee.


Greffier of the States





FINANCE AND ECONOMICS COMMITTEE

22nd March 1993

Education
Committee:
Highlands
College
'B' Block -
approval of
drawings.
839/57/1(20)

T.O.S.
C.I.Aud.
C.A.to St.
Ed.C.(2)
States(2)

8. The Committee considered a Treasury Paper, dated 12th March 1993, together with a report and proposition of the Education Committee asking the States to approve drawings numbers 2756/2 and 2928/5 to 2928/12 relating to the construction of a new block at Highlands College, St. Saviour.

The Committee noted that the proposed development would provide additional teaching and administrative accommodation, library and stores. The Committee recalled that the States, in 1990, had approved in principle the development of additional teaching accommodation, library and lecture theatre at Highlands College and an amount of £1,834,000 was voted for the project (capital vote C2538) in the 1991 capital programme. The Committee further noted that a full cost plan indicated that the overall cost would be £2,872,000 and that the Education Committee was seeking a capital vote transfer and would apply for inflation monies (from June 1989) when tenders had been received.

The Committee further recalled that in the 1990 capital programme, an amount of £398,000 had been voted to the Education Committee for the [redacted]. The Education Committee presently considered it unlikely that that [redacted] and was, therefore, requesting the transfer of the unspent balance of £388,085 to capital vote C2538 - Highlands College development - 'B' Block. The Committee acknowledged that, if the capital vote transfer and a subsequent inflation request in respect of Vote C2538 were to be agreed, the available funds would be sufficient to finance the project.

The Committee approved the report and proposition, and having noted that the Education Committee had requested that the report and proposition be presented to the States, authorised the Greffier of the States to take the appropriate action on 30th March 1993.

J. B. Boppre
Greffier of the States

STATES GREFFIER
26. MAR 1993
FORWARDED



EDUCATION COMMITTEE

9th June 1993

Highlands
College B
Block:

vote
transfer &
inflation
requests.
839/57/1(20) ✓

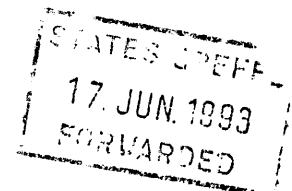
D.of E.
T.O.S.
C.A.to St.
C.I.Aud.
S.F.E.C.

13. The Committee, having received a report from the Department, decided to seek the approval of the Finance and Economics Committee to the following -

- (a) the granting of a sum of £150,000 for inflation on the [REDACTED] Vote;
- (b) the granting of sum for inflation in the sum of £709,000 on Highlands College B Block Vote No.C2538;
- (c) the transfer of the balance of £388,085 in the [REDACTED] Vote to Vote C2538

The Committee noted that the granting of the inflationary sum on the [REDACTED] [REDACTED] vote would allow remedial work to be carried out at Highlands College which would have the effect of reducing the request for capital in 1996.

J. L. Cappuccini
Greffier of the States





FINANCE AND ECONOMICS COMMITTEE

28th June 1993

Education
Committee:
Highlands
College B
Block -Vote
transfers &
inflation
requests.
839/57/1(20)

T.O.S.
C.A.to St.
C.I.Aud.
Ed.C.
D.of E.

16. The Committee, with reference to its Act No. 8 of 22nd March 1993, recalled that it had approved drawings for the redevelopment of Highlands College B Block and had acknowledged that if subsequent Capital Vote transfers and inflation requests were to be agreed, there would be sufficient funds available to finance the project. An amount of £1,834,000 had been voted in the 1991 Capital programme.

The Committee considered a Treasury paper, dated 22nd June 1993, regarding a request of the Education Committee to transfer the balance of £388,085 on [redacted] to Capital Vote C2538 - Highlands College B Block and also the granting of inflation sums on the aforementioned Capital Votes. Further remedial works were required on Highlands College A Block as a result of recommendations from the Highlands College Governing Body, and these works were estimated to cost £374,600.

The Committee noted that inflation on a capital vote which was no longer required was not normally allowable. However, the use of [redacted] had been identified some years previously.

The Committee accordingly approved the following -

- (a) the transfer of £388,085 from Capital [redacted] to Capital vote C2538; and
- (b) inflation request of £709,000 and £150,000 for Capital Votes C2538 and [redacted], respectively and that these sums to credited to Capital Vote C2538.

Having noted that these transactions would bring the funding for Highlands College B Block to £3,081,085, requested the Education Committee to ensure that a Treasury representative was included in the Project Group required for projects costing over £3 million, as laid down in P.70 of 1990 - Capital projects Review and Control.

John Bopp
Greffier of the States

RECEIVED
- 8 JUL 1993
FORWARDED

B BLOCK - HIGHLANDS COLLEGE

B BLOCK HIGHLANDS COLLEGE

	Total Cost £ p	Cost per m^2 (per ft^2)
SUBSTRUCTURE AND RETAINING WALL	95 200 : 00	75.38
SUPERSTRUCTURE		(7.00)
FINISHINGS	276 150 : 00	218.65
DISABLED PERSONS LIFT	148 820 : 00	(20.32)
		117.82
	10 000 : 00	(10.95)
		7.92
SANITARY AND MECHANICAL INSTALLATION	107 810 : 00	(0.74)
		85.36
SITWORKS AND DEMOLITION	14 560 : 00	(7.93)
		11.53
MAIN SERVICES	1 750 : 00	(1.07)
		1.38
DRAINAGE	11 060 : 00	(0.13)
		8.76
PRELIMINARIES	27 090 : 00	(0.82)
		21.45
CONTINGENCIES AND DESIGN RISK	7 560 : 00	(1.99)
		5.99
ALTERATIONS WITHIN 'A' BLOCK	40 000 : 00	(0.56)
		-
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Floor Area $1263 m^2$ (13 590 sq ft.)	£ 740 000 : 00	£ 554.24
		(£ 51.51)

DRAFT DESIGN BRIEF FOR 1985 PHASE OF DEVELOPMENT OF HIGHLANDS COLLEGE

1. This design brief is provided, in addition to the incorporating the workshops and art areas, so that an integrated plan can be developed for existing 'C' and 'B' blocks, whilst, at the same time, providing for both capital funding and building to be achieved in two phases, for which the proposed workshops must be first.

ESTIMATED SQ. FOOTAGE

2. The 1985 phase could provide for the following facilities

(a) in association with the EAST end of the College Hall a suite of music stores for instruments, furniture and library.	500
(b) SOUTH of the College Hall EAST end and on the same level	
(i) a new College administration centre (see Appendix A)	2850
(ii) on lower ground level, beneath the Administration centre, 1/2 lecture theatre(s) 60 / 2 x 30 persons + associated AVA centre	1400
(c) NORTHWARD from the EAST END of the College Hall student facilities (see Appendix B)	3650
(d) TOILET facilities in relation (b) and (c)	400
	9000

3. There is an important variation incorporated in 2 above - the substitution of "general teaching space" with 2 (b) (i) "new College Administration".

From

the College's point of view, it is not a clear cut decision but rather a balance of considerations that, to some extent, is influenced by priorities. If the decision is taken not to provide a new Administration area, then any costing must include a sum of money to make changes in A block to improve the present inadequate provision.

4. If the decision is to provide a new Administration area, it must be recognised that there are functions presently housed in B block that would have to be accommodated in A block (see Appendix C)
5. The view of the College is not to move the College Library from its present site but to seek to develop the areas around it to provide associated work areas, storage and control.

DRAFT DESIGN BRIEF FOR 1985 PHASE OF DEVELOPMENT OF

HIGHLANDS COLLEGE

A P P E N D I X ' A '

COLLEGE ADMINISTRATION

ESTIMATED SQ. FOOTAGE

A new suite for the College's administration would require the following facilities:

Entrance Foyer	350
General Office	350
Offices for Chief Clerk	150
Examination officer	200
Adult Education Office	200
Offices for Adult Tutor	175
Vice Principal	200
Principal	250
Clerical support to Principal and Vice Principal	150
Committee Room	385
Stationery store	75
College archives	75
Cleaners Room	40
First Aid Room	250
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	2850
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DRAFT DESIGN BRIEF FOR 1985 PHASE OF DEVELOPMENT OF HIGHLANDS COLLEGE

A P P E N D I X 'B'

ESTIMATED SQ. FOOTAGE

Student facilities appropriate for

300 full-time + 200 day-release students per day

and 400 evening class students per evening

are likely to include:-

Refectory (students and staff)	1200
"Quick food" kitchen, associated storage and servery	950
Loungex 2 for student recreation	1000
Offices x 4 for student related activities and staff	<u>700</u>
	<u>3850</u>

DRAFT DESIGN BRIEF FOR 1985 PHASE OF DEVELOPMENT OF
HIGHLANDS COLLEGE

A P P E N D I X 'C'

COLLEGE ADMINISTRATION - RELOCATION

The following functional areas of administration will require to be located in 'A' Block following the demolition of the present 'B' Block:

	<u>ESTIMATED SQ. FOOTAGE</u>
Caretakers Office/Bulk cleaning material store	250
Store room - furniture	750
Caretakers/cleaners rest room	200
	<hr/>
	1200
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