

Annex A: Suggested Capital Programme Task List

Task	Output	Suggested LSC leads	Sector Input	Completion/Publication Target	Additional input/comments
A Capital Programme					
Capital Handbook – LSC/SFA FE Sector Capital Guidance	<p>Online reference document providing guidance and sources of advice to be reviewed annually with additional advice and news posted monthly.</p> <p>37 suggested chapter headings – see annex B</p>	Philip Head/Alastair Grindlay	Cross sector editorial board and help some key issues	<p>First substantive draft Dec 2009</p> <p>Final draft – end Jan 2010</p> <p>Publication – Feb 2010</p>	<p>Some policy areas will be developed as separate tasks by parallel groups (eg eMandate replacement, floorspace utilisation, design guidance, affordability policy)</p> <p>Needs to be linked to and describe new SFA arrangements</p> <p>Large task – may need to bring in external “expert writer” or editorial input</p>
eMandate follow up	Simplified data collection and benchmarking data base for use by colleges and LSC in monitoring cross-	Philip Head/Mark Harvey	Cross sector commissioning and steering group	<p>Terms of reference agreed – Dec 2010</p> <p>Framework tenders sought Jan 2010</p> <p>Consultants appointed March 2010</p>	May require OGC input. Continuing participation of Scottish and Welsh Funding Councils needs to be

	sector efficiency gains			First report published late summer 2010	confirmed. May be a candidate for adoption in due course by AoC shared services procurement team
Floorspace Utilisation Study Follow Up	Response to imminent Stellae Report	Philip Head/Mark Harvey	Cross sector steering group	Initial Report due end October 2009 Review and drafting of guidance – end Nov 2010 Incorporation in new Capital Handbook – Feb 201-0	May need to be trialled with colleges before adoption.
Sustainable Development (SD)	New and updated SFD policies and advice for colleges	Philip Head/Mark Harvey	Cross-sector Zero Carbon Task Force already established	Develop SD strategy and address realistic measures in current funding climate	Need to relate zero carbon and general SD policies in a sector wide frame work
Construction Design and Procurement Guidance	Revised and expanded online resources operated in conjunction with proposed AoC Shared Services Procurement Tram (Ray Poxon)	Philip Head/Alastair Grindlay	Cross sector steering group	Review in conjunction with Capital Handbook and	
B. Capital Task Force Report and Related Issues					
Affordability	Guidance on	Denis Miles/Alan	Representative group	Initial guidance due	Key issue for

	determining affordability of college capital proposals – AoC leading with LSC support	Searle	of college FDs - may be issue for college FDs' group	Nov 2010	colleges going forward to fund capital projects largely from their own resources Banks very interested in outcomes and any changes in FM currently under review for SFA
Develop generic lending terms	Intention to provide level playing field for financing proposals with banks	Denis Miles/Alan Searle	Representative group of college FDs - may be issue for college FDs' group	Consult with funders and devise and finalise generic terms by Dec 2010	
Supported Borrowing	AoC has already made submission	Paul McGuire/Alan Searle	Mark Dawe leading – may be issue for college FDs' group	Ongoing – no date set for BIS response	
VAT	AoC has already made initial submission	Paul McGuire/Alan Searle	Mark Dawe leading – may be issue for college FDs' group	Ongoing – no date set for BIS response	Current Tribunal case outcomes may influence Govt response
Planning Gain	Raised in Capital Task Force report – may be scope for joint LSC/AoC Discussions with BIS	Philip Head/Catherine Davies	Cross sector steering group	Initial discussions with BIS – Nov 09	May require further discussions involving DCLG and local authority reps
Capital Handbook	See section A above				
Follow up on PPP procurement and development	Suggested external review of potential for brigading college projects and using	Philip Head	Cross sector steering group	Draft ITT prepared Nov 2009 Framework Tenders Dec 2009	Will need to be commissioned in consultation with BIS as conclusions may

	innovative PPP investment and procurement mechanisms following on from PwC recommendations			Substantive draft report completed by Feb 2009 Final report – Mar 2009 published in parallel with Capital Handbook	inform 2010 SR submissions
Related Issues					
LLDD Capacity in Fe colleges	Review of existing LLDD capacity to determine shortfall in specialist facilities, if any	Philip Head/SFA LLDD lead/YPLA Laurence Leader	Cross –sector steering group	Questionnaire devised and issued by Dec 2009 Responses received and analysed Jan 2010 and decisions taken on need for further work	Will help inform SR 2010 and future policies
Evaluation of economic and educational outputs from capital programme in support of 2010 SR and policy development – both Adult and 14-19	Update of previous work by Frontier Economics on correlation of capital investment and increase in learner numbers, retention and attainment Review of economic outputs and correlation with capital investment building on work already undertaken in some colleges.	Philip Head/Catherine Davies and Laurence Leader for YPLA (in consultation with BIS and DCSF)	Cross sectors' working group covering both strands of work	Review of current and previous work – Nov 2009 in ITT for additional consultancy support – Dec 2009 Consultants' contracts let end Jan 2010 Reports due March 2010	Will need to be commissioned in consultation with BIS and DCSF