

UNIVERSITY OF WARWICK
UNIVERSITY ESTATE COMMITTEE
OPEN MINUTES OF THE MEETING HELD 10:00, THURSDAY 20 JUNE 2019
IN SPACE 1, SPORTS AND WELLNESS HUB

Present	Adrian Penfold	AP	Independent member of Council (Chair)
	Yewande Akinola	YA	Independent member (from item 049)
	James Breckon	JB	Director of Estates and Chair of the Quality and Design Sub-Group
	Bal Claire	BC	Independent member of Council
	Rosie Drinkwater	RD	Group Finance Director
	David Elmes	DE	Member of academic staff
	Chris Ennew	CE	Provost (from item 049)
	David Haddleton	DHad	Member of academic staff
	Richard Hyde	RHy	Independent member
	Liam Jackson	LJ	President, Students' Union
	Ben Newsham	BN	Democracy and Development Officer, Students' Union
	Rachel Sandby-Thomas	RST	Registrar
Simon Swain	SS	Pro-Vice-Chancellor (External Engagement)	
Attending	Sophie Black	SB	Assistant Registrar (Governance) (Assistant Secretary)
	Elizabeth Chuck	EC	Ambitious Futures Programme Management Trainee (observing)
	Kevin Edwards	KE	Chief Finance Officer, Estates
	Daniel Gibbons	DG	Programme Manager, Estates
	David Hammond	DHam	Capital Programme Director, Estates
	Gerard Hunter	GH	Design Services Manager / Mechanical, Estates (for item 049)
	Richard Hutchins	RHu	Director, Strategy and Policy Group
	Milly Last	ML	Democracy and Development Officer, Students' Union elect (observing)
	Charlotte Lewis	CL	Head of Strategic Programmes and Governance, Estates
	Scott Lloyd	SL	Senior Assistant Registrar, Space Management & Timetabling
	Wendy Roberts	WR	Director of Student and Staff Accommodation (for item 050)
	Sharon Tuersley	ST	Secretary to Council (Secretary)
	Gemma Wilkins	GW	Assistant Registrar (Strategic Programme Delivery) (observing)

Note: Some items are noted as "Exempt information not included" as they contain information that would be withheld from release to the public because an exemption under the Freedom of Information Act 2000 applies.

Ref	Item
044	<p>Apologies for absence</p> <p>Apologies were received from Stuart Croft and Trudi Elliott.</p> <p>The Chair welcomed:</p> <ul style="list-style-type: none"> • Bal Claire, new independent member of UEC and serving member of the Council • Milly Last, Democracy and Development Officer of the Students' Union elect • Lizzie Chuck, Ambitious Futures Programme Management Trainee - observing. • Gemma Wilkins, Assistant Registrar (Strategic Programme Delivery) - observing.
045	<p>Declarations of Interest</p> <p>No new conflicts of interest were declared.</p>
046	<p>Minutes of the Meeting Held on 27 March 2019</p> <p>The minutes of the meeting held on 27 March 2019 (046-UEC200619 {restricted}) were approved.</p>

047	<p>Matters Arising from Meeting Held on 27 March 2019</p> <p>(a) WBS Extension</p> <p>The Committee received and noted an update report on progress with the Warwick Business School extension (047a-UEC200619 {restricted}), along with a governance route map tracking approvals to date. Members noted that the approved design for phase 4A was being developed in line with the Masterplan principles, with enhanced soft landscaping and public realm in the area adjacent to the new building. The proposed extension had been repositioned to help maintain the parkland aspect and views to the Slate from Scarman Conference Centre and the road.</p> <p>(b) Hybrid Planning Application Update</p> <p>The Director of Estates provided a verbal update, confirming that completion of the Section 106 agreement, set as a condition of planning approval granted in November 2018, was anticipated shortly. In the meantime, the Faculty of Arts and Interdisciplinary Biomedical Research Building (IBRB) projects had received approval to progress.</p> <p>(c) [Exempt information not included]</p> <p>(d) Faculty of Arts Development Design – approved by correspondence</p> <p>The Committee received and noted the report (047d-UEC200619 {restricted}). The Chair confirmed that the recommended cladding option for the Faculty of Arts building, unglazed low profile ceramic tiles, had been approved by the Committee by correspondence on 10 June 2019.</p>
Chair's Update	
048	<p>Chair's Business and Actions</p> <p>There was no Chair's business.</p>
Strategic Items	
049	<p>(a) Draft Energy and Infrastructure Strategy</p> <p>The Director of Estates and the Design Services Manager/Mechanical, Estates presented the report (049a-UEC200619 {restricted}) and supporting presentation outlining progress with development of the Energy and Infrastructure Strategy. The following key points were highlighted:</p> <ul style="list-style-type: none"> • The Energy and Infrastructure Strategy formed one of the Masterplan work streams. • [Exempt information not included] <p>Exempt information not included</p> <p>Members strongly welcomed the report and presentation. The Committee agreed that communications should be developed to showcase the nationally recognised work at Warwick, as well as future plans and ambitions. Opportunities existed to frame communications around the research agenda. It was also acknowledged that communications around consumption and supply would be crucial in ensuring engagement from the Warwick community in the path towards decarbonisation.</p> <p>ACTIONS:</p> <ol style="list-style-type: none"> 1) Communications to be developed to showcase the nationally recognised work at Warwick and future plans and ambitions, as well as communications around consumption and supply as part of the path towards decarbonisation. 2) Circulate Energy and Infrastructure Strategy development presentation slides. <p>(b) Petition to Council: Climate Change</p> <p>The Committee received and noted a petition document from a group representing the Climate Emergency Coalition at the University (049b-UEC200619 {restricted}), as referred to the Committee by the University Council following discussion at its meeting on 15 May.</p> <p>Members agreed that effective communications around current and planned work relating to the Energy and Infrastructure work stream would be crucial, to demonstrate the University's commitment to sustainability and the issue of climate change. A debate on sustainability would be held by the Council in 2019-20.</p>

050	<p>Accommodation Discussion Paper</p> <p>The Director of Student and Staff Accommodation and the Head of Strategic Programmes and Governance, Estates presented the discussion paper (050-UEC200619 {restricted}) and supporting presentation on development of the University Accommodation Strategy. The following key points were highlighted:</p> <ul style="list-style-type: none"> • [Exempt information not included] <p>Members agreed that targeted work with students to further analyse feedback on demand from all student groups would be crucial.</p> <p>Student members highlighted a strong preference for development of the University’s own provision, as this had the benefits of improved control around quality, cost, equality, ongoing regulation of provision, and the ability to maintain a diverse offer. A preference was also noted around the ability to accommodate as many OS PG students as possible on campus, in the context of existing demand as well as addressing issues around community relations. Related to this, it was reported that work on community relations was ongoing and would remain crucial given the University’s ambitions around student number growth.</p> <p>Members suggested that the University should seek to be bold in increasing on-campus capacity with flexibility of design, which would also impact positively on scope 3 emissions, through a reduced requirement for transport to and from campus.</p> <p>The Committee agreed on the importance of accommodation provision as part of the Warwick student experience, noting also the complexity of the related issues.</p>
Estate (I)	
051	<p>Capital Plan</p> <p>The Chief Finance Officer, Estates presented the report on the Capital Plan 2019 (051-UEC200619 {restricted}). While a list of new bids for capital funding had received provisional approval by the Financial Plan Sub-Committee for inclusion within the final Capital Plan, projects were not necessarily approved as yet and business cases would be considered in due course.</p> <p>Members noted, in the context of earlier discussions, that analysis of scope 3 emissions was being carried out on certain projects, as well as pricing carbon in on investment opportunities.</p> <p>Student members welcomed the proposed bids relating to student study spaces as well as the work around improved sign-posting and communication of available study space, and requested that further consideration be given to study space provision across campus.</p>
052	<p>Capital Programme</p> <p>(a) Major Projects Status Report (RAG)</p> <p>The Committee received and noted the report (052a-UEC200619 {restricted}).</p> <p>(b) Arts Centre</p> <p>The Committee received and noted an update report on progress and key upcoming milestones of the Arts Centre 20:20 Phase 2 project, including the recommended design and front façade (052b-UEC200619 {restricted}), with the following key points:</p> <ul style="list-style-type: none"> • [Exempt information not included] <p>Members acknowledged the risk around potential disruption to the upcoming graduation ceremonies and noted that a plan was being established to mitigate this as far as possible. Street level hoardings around the demolished areas had also been enhanced.</p> <p>In terms of the design recommendations:</p> <ul style="list-style-type: none"> • [Exempt information not included] <p>The Committee welcomed and approved the recommended design.</p> <p>DECISION: The Committee approved the proposed design and front façade, with signage proposals to be considered in due course.</p>

	<p>(c) Library</p> <p>The Capital Programme Director, Estates presented the report on the Library refurbishment project (052c-UEC200619 {restricted}). The Committee noted that a number of specific items of work had been identified and included within the Capital Plan with a view to refreshing the spaces and improving the building fabric over the next five years. Work was ongoing to progress design within budget, with consideration also required to the phasing of the works to ensure minimal disruption.</p>
053	<p>Capital Projects Lessons Learned</p> <p>The Committee received and noted the report on lessons learned from capital projects (053-UEC200619 {restricted}). The Committee noted that the Audit and Risk Committee would be carrying out a “deep dive” on University projects, including capital projects, at its upcoming meeting and agreed that given constraints on time at the current meeting, it would be preferable to postpone discussion on this report to a future meeting.</p> <p>ACTION: Report on lessons learned from capital projects to be discussed at a future meeting, including the Warwick Arts Centre Project.</p>
054	<p>Report from the Masterplan Programme Board</p> <p>The Committee received and noted the report from the meeting of the Masterplan Programme Board on 14 May 2019 (054-UEC200619 {restricted}).</p>
055	<p>Report from the Capital, Space and Amenities Group</p> <p>The Committee received and noted the report from the meetings of CSAG on 8 May and 5 June 2019 (055-UEC200619 {restricted}).</p>
056	<p>Report from the Quality and Design Sub-Group</p> <p>The Director of Estates presented the report from the meetings of QDSG on 4 April, 10 and 29 May 2019 (056-UEC200619 {restricted}). Discussion at recent QDSG meetings had included detailing of the facades of the Faculty of Arts building and IBRB. The Committee noted that the IBRB project was pushing the boundaries of off-site construction, with around 50% of the building manufactured away from the campus.</p>
Items below this line were for receipt and/or approval, without discussion	
Estate (II)	
057	<p>Property, Land and Titles</p> <p>The Committee received and noted the report (057-UEC200619 {restricted}).</p>
058	<p>Capital Programme: HPC Data Centre</p> <p>The report on progress of the High Performance Computing (HPC) data centre project at Argent Court (058-UEC200619 {restricted}) was received and noted.</p>
Other Committee Reports	
059	<p>Report from Steering Committee and University Executive Board</p> <p>The Committee received and noted the report (059-UEC200619 {restricted}).</p>
Other	
060	<p>Any other business</p> <p>There was no other business.</p>
<p>CLOSE BY 12:00</p> <p>Next meeting: 14:00, Wednesday 6 November 2019 in the Council Chamber, Senate House</p>	

DECISIONS AND ACTIONS

ITEM	DECISION/ACTION	LEAD AND DUE DATE	STATUS
008 – Student Housing	ACTION: A progress update on Student Housing to be brought back to a future meeting of the Committee.	Jane Furze, Liam Jackson Date TBC	To be scheduled
034 – Masterplan Work Streams	ACTION (1): Masterplan Engagement Plan to be shared with UEC members for information.	James Breckon via Jane Furze TBC	Ongoing
	ACTION (2): Masterplan work programme to be presented to UEC at a future meeting.	James Breckon Jun 2019	Scheduled Nov 2019
036 – Energy and Carbon Annual Report 2017-18	ACTION (2): The feasibility of including scope 3 emissions within future energy and carbon annual reports to be investigated.	Joel Cardinal via James Breckon Nov 2019	To be scheduled
040 – Goose Nest: Lessons Learned	ACTION: Further lessons learned report to be considered by the Committee in due course, including the Warwick Arts Centre Project.	James Breckon, David Hammond	To be re-scheduled (see 053 below)
049a – Draft Energy and Infrastructure Strategy	ACTION (1): Communications to be developed to showcase the nationally recognised work at Warwick and future plans and ambitions, as well as communications around consumption and supply as part of the path towards decarbonisation.	James Breckon in conjunction with Engagement Team ASAP	Ongoing
	ACTION (2): Circulate Energy and Infrastructure Strategy development presentation slides.	Sophie Black ASAP	Completed
052b – Capital Programme: Arts Centre	DECISION: The Committee approved the proposed design and front façade, with signage proposals to be considered in due course.		
053 – Capital Projects Lessons Learned	ACTION: Report on lessons learned from capital projects to be discussed at a future meeting, including the Warwick Arts Centre Project.	James Breckon, David Hammond	To be scheduled