

UNIVERSITY OF WARWICK

BUILDING COMMITTEE

Minutes of the meeting held on 20 November 2003

- Present: Mr. C. Foy (Chair), The Vice-Chancellor,
Professor R. G. Dyson, Mr. M. Greenlees,
Professor J. D. S. Jones, Professor A. Oswald,
Professor M. Terry
- In Attendance: Registrar, Acting Registrar-Elect, Estates Officer, Finance
Director, Development Plan Architect, Building Surveyor,
Services Engineer, Maintenance Officer, Ms. K. Gray (for
Agenda items 11 and 13)
- Apologies were received from: Deputy Vice-Chancellor, Councillor S. Bains,
Professor S. Bassnett, Mr. R. Davidson, Ms. L. Whithorn

1. Membership and Terms of Reference

RECEIVED:-

Paper BC.1-03/04 detailing the membership and terms of reference of the committees of Building Committee for the academic year 2003/04, noting that Ellie Clewlow had replaced Cathy Charlton on the Accommodation Review Group.

RECOMMENDED (to Council):-

That the wording of Clause (c) be amended to read (where the additional text is underlined) :-

“To approve on behalf of the Council the acquisition and disposal of freehold and leasehold property, subject:-

- (i) to the release of appropriate funding by the Finance and General Purposes Committee.
- (ii) to the consent of the Council in any case which represents any significant departure from the University’s Estates Strategy or Development Plan.
- (iii) to approve, on behalf of the Council, the programme for the repair and maintenance of University buildings, engineering services, grounds, gardens and roads. In cases where a major problem or priority arises in respect of such repair and maintenance, the Building Committee will make recommendations to the Council.”

2. Minutes of the Meeting held on 29 May 2003

The minutes of the meeting held on 29 May 2003 were approved and signed by the Chair.

3. Naming of Buildings

REPORTED:-

That Steering Committee, at its meeting on 7 July 2003, recommended (to Building Committee):-

- (a) The renaming of the Advanced Technology Centre as the 'International Automotive Research Centre' in recognition of the grant recently received from the Premier Automotive Group.
- (b) The naming of the new student residential development on the Warwickshire land, currently referred to as 'Lakeside 2', as 'Heronbank'.

The recommendations were approved by Chair's action.

4. Appointment of Landscape Architect

REPORTED:-

That Chris Churchman of Churchman Landscape Architects has been appointed as the University's new Landscape Architect.

5. Development Plan and National Grid House

- (a) National Grid House Refurbishment and External Works (Minute 35(a).02/03 referred)

APPROVED:-

Proposals from the Development Plan Architect for the refurbishment of National Grid House and the provision of infrastructure and associated landscaping.

- (b) Links to Westwood (Minute 35(b).02/03 referred)

CONSIDERED:-

Plan no. 135/162 showing proposals for new footpath and cycle links to Westwood.

RESOLVED:-

- (i) That 'Option 3' be approved subject to the release of funds by Finance and General Purposes Committee to meet the estimated cost of £125k - £150k.

(ii) That the possibility of providing future links between Westwood and the new Academic Square, via the Science Park, be pursued as a longer term aim.

(c) Development of the Warwickshire Land and Westwood Campus

RESOLVED:-

That proposals for the rationalisation of the Westwood campus be reconsidered, following the early completion of the review of the Institute of Education.

6. Disability Discrimination Act

APPROVED:-

A report on the Disability Discrimination Act/Special Education Needs and Disability Act (Paper BC.2-03/04), proposing the virement of approximately £180k of HEFCE DDA funds to allow the monies to be spent by the deadline of April 2004.

7. Lease of IARC

CONSIDERED:-

A report on the lease of premises to Corus UK Limited.

RESOLVED:-

That the lease be granted to Corus UK Limited for the term of 6 years with a mutual break clause after 3 years.

8. Tendering and Tender Opening Procedures

CONSIDERED:-

A proposal from the Estates Officer to amend the current tender rules.

RESOLVED:-

That the following changes be made to the Estates Office Tender procedures, subject to the precise wording of the changes being agreed with the Head of Internal Audit:-

(a) That work with an estimated value of £25k or less be procured on the basis of competitive tenders or three written quotations.

(b) That tender returns with an estimated value in the range of £150k - £500k be opened by the Estates Officer or his nominee in the presence of two other members of staff to include:-

(i) A Senior Administrator or Professor from another Department, and

(ii) the Estates Office Accountant or Estates Office Administrator.

9. Condition Survey

CONSIDERED:-

A report on the Condition Survey (Paper BC.4-03/04).

RESOLVED:-

- (a) That Recommendation 2 be amended to read "The Residential Maintenance Team Property Manager carries out further analysis of maintenance needs of the Residential Estate against planned expenditure in the areas of renewals/improvements and maintenance, and reports to the Committee as necessary".
- (b) That the report be approved in its amended form.

10. Report from the Accommodation Review Group

APPROVED:-

A report from the meetings of the Accommodation Review Group held on 25 September and 10 November 2003 (Paper BC.5-03/04) together with a report on the survey of the use of Westwood Teaching Rooms - Summer 2002/03 (AR50/02-03).

11. Reports on Capital Projects

(a) Biotechnology Phase IV

RECEIVED:-

A Progress Report on Biotechnology Phase IV (Paper BC.6-03/04).

(b) Mathematics and Statistics

RECEIVED:-

A Progress Report on Mathematics and Statistics (Paper BC.7-03/04) together with an oral report from the Estates Officer on the actions that had been taken to alleviate problems of delay.

(c) Heronbank (Lakeside Residences 2)

RECEIVED:-

A Progress Report on Heronbank Residences (Paper BC.7-03/04) together with an oral report from the Estates Officer on the actions that had been taken to alleviate problems of delay.

(d) National Grid House - Refurbishment and External Works

RECEIVED:-

A progress report on the refurbishment and external works to National Grid House (BC.9-03/04).

(e) IARC Projects

RECEIVED:-

A Progress Report on the refurbishment of the IARC (Paper BC.10-03/04).

12. SRIF 2 Programme/Project Capital 3 Programme

RECEIVED:-

- (a) A report detailing the schemes approved under the SRIF 2 Programme (Paper BC.11(i)-03/04).
- (b) A report detailing the schemes approved under the Project Capital 3 Programme (Paper BC.11(ii)-03/04).

13. Report from Landscape Working Group

RECEIVED:-

A report from the meeting of the Landscape Working Group held on 31 October 2003 (Paper BC.12-03/04).

14. Report from the Environment Committee

RECEIVED:-

The draft of the minutes of the meeting of the Environment Committee held on 6 November 2003 (Paper BC.13-03/04).

15. Facilities Report

RECEIVED:-

The Estates Office Facilities Report, comprising:-

- (a) Section One: Estate Management Statistics Report (Paper BC.14-03/04).
- (b) Section Two: Maintenance Report (Paper BC.15-03/04).
- (c) Section Three: Energy Report (Paper BC.16-03/04).

16. Building Programme Steering Group

RECEIVED:-

A report from the meeting of the Building Programme Steering Group held on 29 October 2003 (Paper BC.17-03/04).

17. Review of the Estates Strategy

RECEIVED:-

A paper setting out proposals for a review of the Estates Strategy (Paper BC.18-03/04).

RESOLVED:-

- (a) That a Group be constituted to review the Estates Strategy and Development Plan comprising:-

Vice-Chancellor or Deputy Vice-Chancellor
Chair of Building Committee
Chair of Accommodation Review Group and Landscape Working Group
Chair of Campus Life Committee
Development Plan Architect
Acting Registrar
Secretary of Accommodation Review Group
Estates Officer

- (b) That the Group provide a preliminary report to the next meeting of Building Committee, with a view to producing a draft Development Plan at the February 2004 meeting and a draft Estates Strategy for consideration at the May 2004 meeting.

18. Major Maintenance

RECEIVED:-

The Major Maintenance Financial Report 2002/03 (Paper BC.19-03/04).

19. Appointment of Contractors and Consultants

RECEIVED:-

A report on the appointment of Designers and Consultants for major projects (Paper BC.20-03/04).

20. Building Progress and Financial Report

RECEIVED:-

The Building Progress and Financial Report up to 31 October 2003 (Paper BC.21-03/04).

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Reserved Area Minutes of the meeting held on 20 November 2003

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Professor J. D. S. Jones, Professor A. Oswald,
Professor M. Terry
- In Attendance: Registrar, Acting Registrar-Elect, Estates Officer, Finance
Director, Development Plan Architect, Building Surveyor,
Services Engineer, Maintenance Officer, Director of
Communications, Community Relations Manager, Mr. M. Best
(Turley Associates)
- Apologies were received from: Deputy Vice-Chancellor, Councillor S. Bains,
Professor S. Bassnett

22. Warwick District Local Plan Review

CONSIDERED:-

- (a) A presentation by Michael Best of Turley Associates on the Warwick Local Plan Review and Briefing Paper RA BC.1-03/04.
- (b) A presentation from Trevor Seeley, the Community Relations Manager, on proposals for a programme of public relations in support of the University's development objectives.

RESOLVED:-

- (a) That further investigation be undertaken into the nature and validity of the Outline Planning Approval issued by Warwick Rural District Council on 25 March 1964, to ensure that the University does not compromise any existing development rights by making representations in respect of the first Deposit Draft Local Plan.
- (b) That subject to (a) above, the University make representations to Warwick District Council that a specific policy favouring University development be included in the Revised Deposit Draft of the Local Plan, by the proposed deadline of 16 January 2004.
- (c) That the representations make reference to a review of the University Development Plan (in consultation with the Local Planning Authorities).

- (d) That the Development Plan and Estates Strategy be revised and developed, in support of the representations, for consideration by Building Committee and Strategy Committee in the first instance, with a first draft of the Development Plan presented to the next meeting of Building Committee.
- (e) That appropriate steps be taken for discussion with the Government Office of the West Midlands with a view to submission of an Outline Planning Application for the revised Development Plan in due course.
- (f) That a programme of public relations be developed to support the University's process and strategic development objectives.