

UNIVERSITY OF WARWICK

Minutes from the Meeting of the Building Committee held on 9 June 2011

- Present: Professor A Caesar (in the Chair), Professor R Critoph, Mr D Elmes, Professor T Jones, Mr D Stevens.
- Apologies: Mr J Baldwin, Ms V Cooke, Ms R Drinkwater, Mrs V. Heywood, Mr J Higgins, Mr G Howells, Professor K Lamberts, Ms R Lees, Professor M E Smith, Mr S Stanley.
- In Attendance: Mr C Carrington, Ms P Glover, Ms R Lambert, Ms L Pride, Mr A Smith, Mr R Wilson.

13/10-11 Minutes

RECEIVED:

The minutes of the meeting held on 10 March 2011.

RESOLVED:

That the minutes be approved.

14/10-11 Declarations of Interest

CONSIDERED:

Any declarations of interest from members of the Committee in relation to any item(s) on the agenda, noting that any member with a conflict of interest should withdraw from the relevant part of the meeting.

RESOLVED:

That there were no conflicts of interests for the members of the Committee present.

15/10-11 Matters Arising

CIF 2 (minute 3/10-11 refers)

REPORTED:

That Council, at its meeting on 23 March 2011, approved the University's Carbon Implementation Plan for submission to HEFCE.

16/10-11 Reports from the Sub-Committees of the Building Committee

(a) Environment and Amenities Committee

CONSIDERED:

A report from the meeting of the Environment and Amenities Committee held on 19 May 2011, (paper BC.18/10-11).

REPORTED (by the Director of Estates):

That the University had ranked 100<sup>th</sup> in the People and Planet Green League, it being noted that the University had scored relatively poorly against a number of key indicators in the league table ('ethical investment', 'sustainable food' and 'curriculum').

REPORTED (by Mr D Elmes):

That the value of the league table to the University needed to be clarified in order to determine the extent to which investment should be made to address the University's performance against the key indicators, it being noted that there may be potential to make small changes in order to improve the University's overall ranking in the table.

REPORTED (by the Director of Estates):

That making the University's ethical statements more publicly visible would likely have some impact on performance in the table.

RESOLVED:

- (i) That the Environment Manager would undertake an analysis of the University's performance in the People and Planet Green League, to be considered by the Committee in due course, with a view to identifying potential actions to improve ranking in the table ;
- (ii) That the content of the report of the Environment and Amenities Committee held on 19 May 2011 be noted.

(b) Capital Planning and Accommodation Review Group

CONSIDERED:

A report summarising the main items of business from the meetings of the Capital Planning and Accommodation Review Group held on 3 March and 6 May 2011, (paper BC.19/10-11).

REPORTED (by the Director of Estates):

That that CPARG had approved the re-location to the Gibbet Hill campus of Life Sciences colleagues based at Wellebourne, noting however that discussions regarding the future of the glasshouses at the Wellesbourne site were ongoing.

(c) Estates Management Committee

RECEIVED:

An oral report from the Director of Estates regarding the most recent Estates Management Committee meeting, noting that the Estates Office was currently considering the impact of the Vision 2015 strategy on the Estates Office Strategy, particularly in the context of an improved student experience.

(d) Carbon Challenge Group

CONSIDERED:

A report summarising the key items of business considered at the last meeting of the Carbon Challenge Group, (paper BC.20/10-11).

RESOLVED:

- (i) That the content of the report be noted;
- (ii) That the Committee was very supportive of the business case for the implementation of a Utilities Costing Mechanism.

17/10-11 Master Plan

RECEIVED:

A presentation from the University Architect on developments in relation to the Master Plan, specifically providing detail on proposals regarding the main campus 'Village Centre' space, noting that:

- (a) The University currently has poor public presence on Gibbet Hill road, and as such the campus is artificially split in two;
- (b) There are poor pedestrian routes along Gibbet Hill road and the Arts Centre plaza, noting also that the Arts Centre itself has poor public visibility;
- (c) The Master Plan would aim to unite the two sides of the campus across Gibbet Hill road, and would improve the circulation space around the Arts Centre, and the Students Union and Rootes buildings through landscaping and improved traffic flow.

REPORTED (by Mr D Elmes):

That it would be useful to incorporate research themes into the design for the village centre area, perhaps through an electronic wall display, in order to integrate the academic and public aspects of the University.

REPORTED (by the Chair of the Board of the Faculty of Science):

- (d) That whilst there was a need to regenerate the open spaces surrounding the Plaza, there needed to be assurances that the open

spaces would be utilised, particularly during the summer vacation when students are off campus, and during the winter months when outside areas are less appealing;

- (e) That uniting the campus across Gibbet Hill road was a priority, however it potentially could be resolved through improvements to footpaths in the area, it being noted that this was felt to be the main issue with the current formulation of the space.

#### 18/10-11 Coventry House

##### RECEIVED:

A presentation from the Director of Estates on developments in relation to the Postgraduate Centre in Coventry House, noting that:

- (a) Approval to create a postgraduate space within Coventry House has been granted and works will begin shortly to ready the space for the start of the 11/12 academic year;
- (b) The postgraduate area would include small meeting rooms and general, larger meeting areas in addition to open workspace for students;
- (c) Discussions remain ongoing regarding the remaining occupants for Coventry House, noting that the Estates Office were currently undertaking a feasibility exercise to determine the optimal layout for new occupants.

##### REPORTED (by the Chair):

That provision of postgraduate space across the University is currently uneven; the Coventry House proposal will enable a central provision of space to build a postgraduate community, and well as linking to international element of the University strategy through the creation of an international dimension within the space.

##### REPORTED (by Mr D Elmes):

That it would be important to ensure that the communal space was appropriately used, and that responsibility was taken by a nominated party to ensure the space address the needs of the student community.

##### REPORTED (by the Chair):

That the potential for a Facilities Manager was being investigated, however there would be resource implications in relation to this.

##### REPORTED (by the President of the Students Union):

That there has been a strong request from postgraduate students for additional workspace provision, and as such it was highly likely that a central space would be well utilised by students, however the smaller meeting rooms may not be as highly utilised.

REPORTED (by the Head of Estates Finance):

That should the space not be fully utilised by postgraduate students, there would be the option to lift the restriction on the use of the space to all students, it being noted that the creation of additional workspace for students would impact upon the University's total space footprint and as such it would be important to ensure that any increase in space is mitigated through maximal utilisation.

18/10-11 Estates Management Statistics Annual Report 2011

RECEIVED:

The Estates Management Statistics Annual Report 2011, providing analysis of the University's performance in the latest Estates Management Statistics, including a comparison against peer institutions, noting that figures in the report relate to HESA data for the 2009/10 academic year (paper BC.21/10-11).

REPORTED (by the Director of Estates):

- (a) That the overall picture for the University was positive, it being noted that the University has shown year-on-year improvements in a number of metrics, particularly office space per academic FTE which has fallen, due to a substantial data cleansing exercise undertaken in 2010;
- (b) That the University's income per sqm remained low, suggesting the University had too much space or too little income for its current configuration.

REPORTED (by the Deputy Finance Director):

That given the results of the EMS Report, and the University strategy in relation to space management and carbon reduction, it was important that the Capital Plan priorities reflected these goals, potentially through an increased investment in refurbishment and maintenance rather than new build projects.

REPORTED (by the Chair of the Board of the Faculty of Science):

That given the University's poor performance in income per sqm, there was value in demolishing a number of disused buildings as soon as possible, noting that investment would be needed in order to achieve this.

RESOLVED:

That the Director of Estates would produce a brief summary of the key highlights and concerns from the EMS Report for consideration at the next meeting of the Committee.

19/10-11 Travel Survey

CONSIDERED:

Executive summaries of the results of the 2010 Staff and Student Travel Survey and Traffic Count Report, (paper BC.22/10-11).

RESOLVED:

- (a) That the Committee was pleased with the progress of the University with regard to the transport strategy, and noted that the successes should be appropriately publicised and communicated to colleagues;
- (b) That the Executive Summary of the Travel Survey be circulated to Heads of Department for information.

20/10-11 Finance and Capital Projects Report

CONSIDERED:

The Estates Office Finance and Capital Projects Report, detailing (i) the current budgetary position and (ii) progress on major capital projects and associated issues with programme delivery (paper BC.23/10-11).

RESOLVED:

That the list of potential new capital projects be noted.

21/10-11 Any Other Business

REPORTED:

That the Director of Estates would arrange viewings for members of the Committee of the new Materials and Analytical Sciences and Bluebell Residences buildings and circulate further information regarding dates and times in due course.

22/10-11 Date of the Next Meeting

REPORTED:

That the 2011-12 academic year meeting dates would be set by the Deputy Registrar's Office during the summer vacation, and would be confirmed in due course.