

UNIVERSITY OF WARWICK

Open Minutes from the Meeting of the Building Committee held on 15 March 2012

Present: Mr G Howells (Chair), Mr L Boe, Professor A Caesar, Mr D Elmes, Mr G Whitworth.

Apologies: Ms V Cooke, Professor R Critoph, Mrs V. Heywood, Mr J Higgins, Professor K Lamberts, Professor P Thomas.

In Attendance: Mr J Cardinal, Mr C Carrington, Ms R Drinkwater, Ms S Foster-Ogg, Ms L Pride, Mr K Sloan, Mr M Stacey, Mr G Teasdale, Mr R Wilson.

*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.*

14/11-12 Minutes

RESOLVED:

That the minutes of the meeting of the Building Committee held on 2 November 2011 be approved.

15/11-12 Declarations of Interest

REPORTED: (by the Chair)

That, should any members or attendees of the Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for members of Higher Education Governing Bodies in the UK.

NOTED:

No declarations were made.

16/11-12 Matters Arising

(a) People and Planet Green League (minutes 16a(i)/10-11 and 4(a)refer

REPORTED:

That the Internal Communications Projects Officer, a joint Estates Office and Communications Office post, was working to ensure that the University's website was being used effectively to communicate how the University was responsibly managing its environmental impact.

- (b) Estates Management Statistics Annual Report 2011 (minute 18/10-11 referred)

CONSIDERED:

A presentation from the Director of Estates outlining measures the University might use to consider the effectiveness of its estates management covering the following points:

- (i) That the University should develop its own aspirational scorecard of between 15 and 20 metrics drawing comparisons with UK and world top 50 HEIs as well as across other sectors and that the scorecard should address user satisfaction;
- (ii) That metrics would be developed under the broad categories of efficiency, effectiveness and sustainability;
- (iii) [Exempt information not included]
- (iv) That the next steps in developing the estates scorecard were to complete the annual HESA return, prepare KPIs for Council and research North American and Australian metrics;
- (v) That the Estates Office had used a self-assessment tool that had identified systems, for example the helpdesk software, as a limitation impacting on service delivery.

REPORTED: (by the Director of Estates)

- (i) That work was underway to improve service delivery as a result of user feedback and the outcome of the self-assessment tool;

(by the Registrar)

- (ii) That in drawing comparisons with other HEIs it was important to concentrate on those activities that made them world class;
- (iii) That work was underway to develop operational metrics across Warwick's administration, it was therefore timely that the Estates Office was undertaking this work;
- (iv) That work was in progress to improve the University's information management in support of effective decision making;
- (v) That consideration was being given to how the University's governance structure might better integrate building and commercial decision making;

(by the University Masterplan Architect)

- (vi) That the scorecard needed to include qualitative as well as quantitative measures.

RESOLVED:

- (i) That the Director of Estates would provide the necessary data to the next meeting of the Committee to allow it to determine the appropriateness of the balance of spend per sqm on residential and academic space;
- (ii) That the Chair, the Director of Estates and the University Masterplan Architect would deliver a joint presentation on the quality of the University's estate at a future meeting of the Committee.

17/11-12 Life Sciences Glasshouses

REPORTED:

- (a) That a meeting had taken place between the Chair, representatives from the School of Life Sciences, the Estates Office and Space Management and Timetabling Team to discuss possible locations for the Glasshouse and Controlled Environment Building;

(by the Director of Estates)

- (b) [Exempt information not included]

18/11-12 Student Residences

REPORTED:

That the Chair had approved a recommendation, following a University competition, that the new student residence due to open at Lakeside in October 2012 be called 'Sherbourne'.

19/11-12 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 21 February 2012, noting that the Building Committee was asked to approve in its current form the Strategy for the Conservation and Enhancement of Biodiversity at the University of Warwick Main Campus (paper BC.10/11-12).

RESOLVED:

That the Strategy for the Conservation and Enhancement of Biodiversity at the University of Warwick Main Campus be approved.

(b) Capital Planning and Accommodation Review Group

RECEIVED:

A report summarising the main items of business from the meetings of the Capital Planning and Accommodation Review Group held on 13 January and 1 March 2012 (paper BC.11/11-12).

(c) Estates Management Committee

RECEIVED:

An oral report from the Director of Estates regarding the most recent Estates Management Committee meeting, noting that a re-organisation of the Estates Office was being planned and consideration was being given to the schedule of commercial and residential works to be undertaken over the summer.

(d) Carbon Challenge Group

RECEIVED:

A report of the key items of business considered by the Carbon Challenge Group during its first year of operation, including an explanation of the work being undertaken to reduce energy consumption and associated carbon emissions (paper BC.13/11-12).

REPORTED: (by the Energy Manager)

- (i) That an application had been made to the Monash-Warwick Joint Innovation Fund to import the Monash Green Steps programme to Warwick in which students are trained in sustainability issues and then involved in awareness raising activities;

(by Dr D Elmes)

- (ii) That considerable amounts of work had been carried out to develop the Carbon Management Plan which included the development of measures and understanding relevant research undertaken by University staff, now the plan needed to be communicated widely and adopted by the various University communities.

20/11-12 Donor Naming Policy

CONSIDERED:

A paper detailing a proposed Donor Naming Policy for recommendation to Council and principles for naming University buildings (paper BC.12/11-12).

RESOLVED:

- (a) That the Donor Naming Policy be recommended for approval to the Council;

- (b) That the principles for the naming of University buildings be approved as set out in BC.12/11-12.

21/11-12 Finance and Capital Projects

CONSIDERED:

The Estates Office Finance and Capital Projects report, detailing the current budgetary position and progress on major capital projects and associated issues with programme delivery, (paper BC.14/11-12).

RECEIVED:

- (a) An oral report from the Pro-Vice-Chancellor (Education and Student Experience) on discussions with the Director of Student Support on the impact that improvements to the footpaths around Coventry House and the Arts Centre could have on the multi-faith Chaplaincy and Muslim Prayer Room, noting that it was considered desirable for faith provision on campus to be integrated;
- (b) An updated presentation from the University Masterplan Architect on the development of the 'Village Centre'.

REPORTED: (by the Head of Projects)

- (a) That the approved programme of work incorporated a number of new projects including the construction of a new energy centre and the phase 3B extension of WBS;
- (b) That some of the monies allocated for the refurbishment of floors of the library would be diverted to improve the library entrance and a number of concepts for this were in development;

(by the Pro-Vice Chancellor (Education and Student Experience))

- (c) That the Director of Student Support was of the view that it was unlikely that there would be significant opposition to moving the University's current faith facilities and the development of an integrated faith provision on the basis that it was centrally located and the matter was handled sensitively;

(by Mr L Boe)

- (d) That should a new multi-faith provision be identified as an outcome of the current faith review it should be developed including the views of faiths which did not have a Chaplain to represent them;

(by the University Masterplan Architect)

- (e) That the purpose of the Masterplan was the development of a coherent estate through providing a framework in which to plan;
- (f) That public realm works to improve the movement of vehicles and people onto and around the campus could be undertaken in the following phases:

- (i) Phase 1 – a new roundabout on Gibbet Hill Road forming a gateway on to the campus and a new bus interchange by the Arts Centre;
- (ii) Phase 2 – traffic calming to Gibbet Hill Road, including speed tables and landscaping to create a pedestrian friendly environment, footpaths, the removal of hedges, introduction of landscaping on both sides of the road and a new taxi rank connection to Gibbet Hill from the Rootes Building;
- (iii) Phase 3 – soft and hard landscaping of the ‘Village Centre’ creating a new arrival space for the campus;
- (iv) Phase 4 – improved pedestrian connectivity between the village square and Library Road via Coventry House.

(by the Chair)

- (g) That the Committee needed information about new projects in good time to make an effective contribution to them in the context of the Masterplan as part of an internal design review process;
- (h) That the University’s green space should be planned as thoughtfully as its buildings.

RESOLVED:

- (a) That the Committee was of the view that should the Art Centre’s bid for a new 350 seater cinema be successful, the current site under consideration, which extended over the green space adjacent to the bookshop, was not appropriate;
- (b) That the University Masterplan Architect should present more detailed proposals, including landscaping, to the next meeting of the Committee.

22/11-12 Maintenance Report

CONSIDERED:

An update of the annual Maintenance Report (paper BC.15/11-12).

REPORTED (by the Head of Estates Services):

That while the University had contingency funds to respond to major unforeseen maintenance issues, financial investment was sought to support a plan to manage down the risks associated with underinvestment in maintenance that was neither statutory in nature or in response to failed components.

RESOLVED:

That the Estates Office should submit a bid for major maintenance as part of the 5 year planning process clearly articulating risks in the context of the campus experience both in terms of significance and likelihood, explaining how investment would reduce the severity of the risk.

23/11-12 Date of the Next Meeting

REPORTED:

That the next meeting of the Committee would take place on Wednesday 30 May 2012 at 2pm in the Council Chamber, University House.

Note: that the meeting of the Building Committee Scheduled for Wednesday 30 May 2012 at 2pm did not take place.