

UNIVERSITY OF WARWICK

Minutes from the Meeting of the Building Committee held on 31 October 2012

- Present: Mr G Howells (in the Chair), Mr C March, Mr N Swain.
- Apologies: Professor A Caesar, Professor R Critoph, Professor D Elmes, Mrs V Heywood, Mr J Higgins, Professor K Lamberts, Ms N Owen, Professor P Thomas.
- In Attendance: Mr J Cardinal (for items 13/12-13 and 14/12-13), Mr C Carrington (except for items 15 (a) and (b)/12-13), Ms R Drinkwater, Mrs K Jenkins, Mr John Lauwerys (from item 5/12-13, except for items 18 (c) to (e)/12-13), Dr E Melia, Ms L Pride, Mr M Stacey (except for items 15 (c) and (d)/12-13 and items 15 (e)/12-13 to 19/12-13), Mr G Teasdale, Mr R Wilson (except for item 18 (a)/12-13).

1/12-13 Membership and Terms of Reference

CONSIDERED:

The Membership and Terms of Reference of the Building Committee and its Sub-Committees for the Academic Year 2012/13, (paper BC.1/12-13).

REPORTED: (by the Director of Estates)

That the low academic attendance levels for the Building Committee could be attributed to the late rescheduling of an Away Day for members of the Academic Resourcing Committee.

RESOLVED:

That the Membership and Terms of Reference of the Building Committee and its Sub-Committees for the Academic Year 2012/13 be approved. noting that the Building Committee's remit covered all building developments, including those of a commercial and residential nature.

2/12-13 Minutes

RESOLVED:

That the minutes of the meeting of the Building Committee held on 15 March 2012 be approved.

3/12-13 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.

4/12-13 Donor Naming Policy (minute 20/11-12 refers)

REPORTED:

That, as recommended by the Building Committee, the Donor Naming Policy was approved by the Council at its meeting held on 16 May 2012.

5/12-13 Maintenance Report (minute 22/11-12 refers)

REPORTED:

(a) That the Estates Office had submitted a bid for major maintenance as part of the University's Five Year Planning process and the budget had been increased by £2m p.a. for 2012/13, 2013/14, 2014/15 and 2015/16, which included contributions for maintenance, infrastructure and minor works.

(by the Director of Estates)

(b) That part of the additional budget for 2012/13 would be used to fund a detailed survey of the condition of the estate, including analysis of the estimated lifespan and appropriate levels of investment for specific buildings.

(by the Group Finance Director)

(c) That the availability of a four year plan of future capital spend by January 2013 would enable its consideration as part of the next Five Year Planning process in February 2013.

RESOLVED:

That the Director of Estates produce a four year plan of major maintenance spend for the next meeting of the Building Committee, scheduled for 8 March 2013.

6/12-13 Quality of the University's Estate (minute 16/11-12 (b) refers)

REPORTED:

That, following identification of Risk arising from the availability of maintenance funding, Internal Audit was currently considering the appropriateness of the level of funding allocated for the maintenance of the existing University estate.

7/12-13 Council Effectiveness Review

REPORTED: (by the Chair)

That he welcomed Mr John Lauwerys to the meeting, who was attending in his capacity as the external facilitator to support the University Council in a review of its effectiveness.

8/12-13 Campus Development Plan and Village Centre

CONSIDERED:

A presentation from the Director of Estates and the University Masterplan Architect, providing an update on progress in relation to the campus development plan, noting that:

- (a) The computer generated fly-through had been developed as a planning tool for the Estates Office to highlight and to illustrate some of the options currently under consideration;
- (b) Existing GIS data was combined with AutoCAD plans to produce a 3D digital map that could be developed for a variety of purposes, including options appraisal and fundraising.

REPORTED: (by Mr N Swain)

- (a) That it would be helpful if the computer generated fly-through could illustrate the “before” and “after” view of proposed projects on campus.
- (b) That the vision for campus landscaping within the computer generated fly-through was impressive, particularly the landmark roundabouts and pedestrian emphasis on Gibbet Hill Road.
- (c) That he was concerned about the potential for the loss of the Piazza as a popular outside performance space in the landscaping of the Arts Centre Square.

(by Mr C March)

- (d) That, while the computer generated fly-through presented an impressive view of the campus, potential applicants considering Warwick as a place to study would recognise that several proposed improvements would not be in place by the time they were enrolled.
- (e) That an interactive 3D map of campus with the functionality to zoom into developments in particular areas of campus would be a helpful tool for both current and future students.

(by the Director of Estates)

- (f) That the software could enable an interactive 3D map of campus, and that options such as internal fly-throughs of certain buildings, such as the Ramphal Building, could be incorporated.

(by Mr J Lauwerys)

- (g) That, as someone unfamiliar with the current campus, he felt that the computer generated fly-through did not provide a clear sense of the current campus and the benefits that future development would bring.

(by the Group Finance Director)

- (h) That the computer generated fly-through was effective in displaying the vision for the campus, but that it did not communicate the timescales and costs associated with the future developments.
- (i) That she felt that the pace of the computer generated fly-through was too quick to be able to take in the full detail of the proposed developments illustrated.

(by the Development Plan Architect)

- (j) That there was discussion about running a design competition for the focal points of the various roundabouts.
- (k) That, while the development of a roundabout between Gibbet Hill Road and University Road was funded in the capital plan as a requirement of the University's Section 106 planning obligations, there was concern that the as yet unfunded Arts Centre Square might not be developed in conjunction with the overall design plan.

(by the Chair)

- (l) That there appeared to be three distinct audiences that could be addressed by different versions of the computer generated fly-through.
- (m) That these three audience could be identified as students/visitors to campus, internal staff members involved in options appraisal of future developments, and external stakeholders (incorporating the longer term vision for the development of the campus).

RESOLVED:

- (a) That the Director of Estates and the University Masterplan Architect continue to develop the computer generated fly-through of the campus with reference to the comments received from the Building Committee, with an update to be provided to the next meeting of the Building Committee, scheduled for 8 March 2013.
- (b) That the Director of Estates and the University Masterplan Architect provide an update on progress in relation to the Arts Centre Square aspect of the campus development plan, including finance and traffic/car park implications, to the next meeting of the Building Committee, scheduled for 8 March 2013.

9/12-13 Environment and Amenities Committee

CONSIDERED:

A report from the meetings of the Environment and Amenities Committee held on 17 May & 16 October 2012 (paper BC.2/12-13).

REPORTED: (by the Director of Estates)

- (a) That the new Pro-Vice -Chancellor for Research (Life Sciences and Medicine) and Capital Development was to become Chair of the Environment and Amenities Committee.
- (b) That it was not in the remit of the Building Committee to approve the three recommendations for financing within paper EAC.03/12-13 from the University Landscape Architect for driving the future development of the campus landscape.

RESOLVED:

- (a) That a separate meeting would be held between the Chair, the Director of Estates, the Pro-Vice-Chancellor for Education (Quality and Standards), the University Masterplan Architect and the University Landscape Architect to discuss the potential overlap between the business of the Environment and Amenities Committee and the Building Committee.
- (b) That the draft Sustainable Food Policy for the University as set out in paper EAC 05/12-13 (appendix to paper BC.2/12-13) be approved.
- (c) That the recommendation that the University retain the existing environmental targets for 2012-13, with the exception of that relating to the Biodiversity Strategy which should be removed, be approved.

10/12-13 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 25 April, 27 June, 18 July and 3 October 2012, (paper BC.3/12-13).

REPORTED: (by the Senior Assistant Registrar (Space Management & Timetabling))

- (a) That decisions around space allocations and investment in the future utilisation of the estate at Gibbet Hill would need to be considered alongside proposals for a new Life Sciences Building on main campus.
- (b) That the Management Information and Planning Office had begun collecting data on the efficiency of the current teaching timetable

and modelling the impact of a rebuild, with a view to informing a strategic discussion of the Senate.

- (c) That the Group had recommended to the Academic Resourcing Committee that the £90k capital required to undertake the necessary refurbishment works in the Humanities Studio in order for the Institute of Advanced Teaching and Learning to switch the space with the School of Theatre, Performance and Cultural Policy Studies, be released to the Estates Office.

11/12-13 Life Sciences Bio-interface Building

CONSIDERED:

A paper from the Director of Estates on the Feasibility Study for a new Life Sciences Bio-interface Building (paper BC.9/12-13).

REPORTED: (by the Director of Estates)

- (a) That, since the feasibility study for the new Life Sciences Bio-interface Building had been presented to the Capital Planning and Accommodation Review Group, the urgency to commence the project had increased.
- (b) That, regardless of which of the two proposed sites were selected, it would take approximately 2-3 years before building work would be complete.

(by the Group Finance Director)

- (c) That the School of Life Sciences were yet to provide a written proposal or business case to the Finance and General Purposes Committee.

RESOLVED:

That the Building Committee would review the proposals for a new Life Sciences Bio-interface Building to inform the decision-making process.

12/12-13 Estates Management Committee

RECEIVED:

An oral report from the Director of Estates regarding the most recent Estates Management Committee meeting.

REPORTED: (by the Director of Estates)

That the Estates Office was undergoing a restructure and that internal interviews were being held for 24 posts involved in the process.

13/12-13 Carbon Challenge Group

CONSIDERED:

A report of the key items of business considered by the Carbon Challenge Group (paper BC.4/12-13).

REPORTED: (by the Energy Manager)

- (a) That the 2011/12 Energy report produced by the Estates Office indicated that substantial energy and carbon savings had been achieved equivalent to 3% of the University utilities budget.
- (b) That the University had mitigated the impact of a 5.6% floor area expansion (Bluebell Residences, the Mechano-Chemical Cell Biology Building and the Materials and Analytical Science Building), as utilities expenditure had only increased by +0.8%.
- (c) That Heads of Departments could be incentivised to agree action plans for current and future energy saving activity by offering the return to their Department of a share of any energy cost savings made.

(by the Group Finance Director)

- (d) That the Energy Manager should consult with the Deputy Director of Research Support Services (Research Finance) about submitting a bid, together with a business case, to the University's central fund for equipment (distributed by the Deputy Vice Chancellor and the Pro-Vice-Chancellor for Research (Science and Engineering), Knowledge Transfer & Business Engagement) to purchase more energy efficient equipment in future research grant proposals and funding contracts.

RESOLVED:

- (a) That the Estates Office ask the Pro-Vice-Chancellor for Research (Science and Engineering), Knowledge Transfer & Business Engagement and Energy Champions to use the paper "Improve Department Finance through Energy and Carbon savings" in their communications with Heads of Departments, to address utilities consumption, staff behaviour and to secure future energy and carbon savings.
- (b) That the Director of Estates provide an update on the carbon impact of traffic on campus, together with water consumption, to the next meeting of the Building Committee, scheduled for 8 March 2013.

14/12-13 Energy Report 2010/11

RECEIVED:

An executive summary of the University's Energy Report for 2011-12, (paper BC.7/12-13).

REPORTED: (by the Energy Manager)

- (a) That the annual cost of water in 2011/12 was close to £1m, but that water saving projects had saved approximately £30k so far this academic year.
- (b) That carbon emissions had decreased by 2.3% due to efficiency measures, but that further energy savings could be made through building refurbishments.

15/12-13 Estates Performance Review 2010-11

CONSIDERED:

A report on the Independent Review of HESA Estates Management Statistics (EMS) by Investment Property Databank (IPD) on behalf of the University (paper BC.5/12-13).

REPORTED: (by the Director of Estates)

- (a) That total property costs for the University increased during 2010/11, a trend seen across the Russell Group, and the cost per square metre was in line with other institutions in the Group.
- (b) That the overall cost/income and cost/student ratios for the University were high, and partly reflected a more generous allocation of space per student FTE at Warwick.
- (c) That the report covered 2010/11 data and that it should be noted that there had been significant changes on campus since this data was collected.
- (d) That vacating the space at Wellesbourne would improve future estate management statistics, as would the future demolition of older student residences.
- (e) That there was a need for a Masterplan for the Science Park, including the identification of space for expansion, particularly in the light of the current favourable climate for planning permission.

RESOLVED:

That the Director of Estates provide an update on the progress of discussions regarding the future use of Wellesbourne campus to the next meeting of the Building Committee, scheduled for 8 March 2013.

16/12-13 Estates Key Performance Indicators

CONSIDERED:

A paper detailing the status of the Estates Key Performance Indicator, noting that it would be reported to Council at its meeting to be held on 23 November 2012 (paper BC.6/12-13).

REPORTED: (by the Director of Estates)

That the University was performing well against the Russell Group averages, noting that the data was 18 months old.

RESOLVED:

That the status of amber-green assigned to the Estate KPI be approved, in advance of consideration by the Council at its meeting on 23 November 2012.

17/12-13 Warwick Business School Phase 3b

CONSIDERED:

An oral report from the Director of Estates on progress of Phase 3b of the Warwick Business School (WBS), together with floor plans on the wall for the information of the Committee (covering WBS Phase 3b and Scarman Extension).

REPORTED: (by the Head of Estates Projects)

- (a) That the funding for WBS Phase 3b project was approved by the Finance and General Purposes Committee and the Council, but that WBS had subsequently requested changes to elements of the planned internal layout to include a mixture of open plan space and cellular teaching spaces.
- (b) That these changes would increase the length and cost of the project, but that the costs approved by the Council were expected to cover these changes.
- (c) That work on the WBS Phase 3b project was due to commence in July 2013 for completion by January 2015, with landscaping included as part of the project.

RESOLVED:

That the Head of Estates Projects provide the Group Finance Director with the changes to the initial WBS Phase 3b project plan and costs.

18/12-13 Finance and Capital Projects

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, (paper BC.8/12-13).

REPORTED: (by the Head of Estates Finance & Purchasing)

- (a) That the University Capital Plan for financial year 2011/12 included planned expenditure of £44.2m for buildings and refurbishments in the current year, and that capital expenditure on the construction of

new buildings at quarter 4 of FY2011 amounted to £32.0m against annual planned expenditure of £33.3m

(by the Head of Estates Projects)

- (b) That the Estates Office had undertaken a very high concentration of construction workload over the summer period, with on budget completion of IIPSI and Sherbourne residences.
- (c) That the £13.32m CIF2 funded programme was in progress, and completed projects included Ramphal Teaching Space Improvements and Chemistry Undergraduate Laboratory Refurbishments.
- (d) That design work was progressing on a £3.3m extension to Scarman House, with work expected to commence in mid-2013.
- (e) That preparation work to rewire and refurbish Arden House was in progress, with commencement of work expected in July 2013, noting that work on assessing impact of asbestos could cost more than the budgeted contingency.
- (f) That, following notification of the successful grant application for the National Automotive Innovation Centre (NAIC), the Estates Office had prepared for the design team procurement process, noting that the project would equate to two new buildings worth approximately £45m.
- (g) That WMG would be managing the requirements of Jaguar Land Rover and Tata, so that the process for building design was as streamlined as possible.

(by the Director of Estates)

- (h) That a traffic plan to address the potential impact of the NAIC on campus traffic was being drawn up, and that an additional on-campus multi-storey car park or off-campus park and ride facilities from Coventry were being considered.
- (i) That Warwick District Council had offered the University the assistance of their Estates Team in identifying space for the development of student accommodation in Warwickshire.

RESOLVED:

That the expenditure on capital projects against plan at Quarter 4 of Financial Year 2011 was noted.

19/12-13 Date of the Next Meeting

REPORTED:

That the next meeting of the Committee will take place on Friday 8 March 2013 at 9.30am in the Council Chamber, University House.