

**UNIVERSITY OF WARWICK**

**BUILDING COMMITTEE**

Minutes of the Meeting held on 20 November 2007

- Present: Sir John Temple (Chair), Mr. T. Callow, Professor R. Critoph,  
Professor T. Jones, Professor S. B. Palmer
- In Attendance: Registrar, Director of Estates, Head of Estates Projects, Head  
of Finance (Estates), Director of Finance, Senior Assistant  
Registrar (Space Management and Timetabling), Development  
Plan Architect, Mr. G. Cumberland (for Agenda Item 15)
- Apologies were received from: Professor S. Bassnett, Ms. K. Bennet, Sir George Cox,  
Mr. M. Greenlees, Professor K. Lamberts, Dr. G. Lyons

01/07-08 Membership and Terms of Reference

RECEIVED:

The Membership and Terms of Reference of the Building Committee and its Sub-Committees for the Academic Year 2007/08 (Paper BC.1-07/08).

RESOLVED:

That the Membership and Terms of Reference of the Building Committee be approved, subject to the Terms of Reference of the Space Management Group being amended to include that they make recommendations to Building Committee.

02/07-08 Minutes of the Meeting held on 31 May 2007

RESOLVED:

That the minutes of the meeting held on 31 May 2007 be approved.

03/07-08 Matters Arising

Confirmation of the Non-Residential Major Maintenance Works for 2007/08 (Minute 29/06-07(b) referred)

CONSIDERED:

The proposed final list of projects to be undertaken during 2007/08 under the heading of Major Maintenance that had to be deferred due to the reduction in funding (Paper BC.2-07/08).

RESOLVED:

That the list of projects be approved.

04/07-08 Chair's Business

Argent Court

REPORTED:

That Finance and General Purposes Committee, at its meeting on 13 November 2007, recommened the purchase of Argent Court on the Science Park.

05/07-08 Willow Lodge - Proposed Change of Name

REPORTED:

That the Space Management Group, at its meeting on 28 June 2007, considered a request from the new users of Willow Lodge on the Westwood Campus for the building to be renamed 'Westwood House' following refurbishment during the summer 2007, and resolved that the proposed change in name for Willow Lodge be considered by the Building Committee, noting that the Deputy Vice-Chancellor supported the following proposed rationale for the name change:-

- (a) The three user groups' representatives (the Counselling Service, Occupational Health) and the Development and Alumni Relations Office Call Centre were all happy with the name;
- (b) Willow Lodge had been the building's name since it was residential accommodation, therefore the name 'Lodge' could have inappropriate residential associations;
- (c) The reason 'House' had been proposed rather than 'Lodge' was also to avoid any confusion with a porter's lodge;
- (d) It was very important, for the Counselling Service and Occupational Health in particular, to have clarity of location in their new home, hence why the preferred name had been declared.

RESOLVED:

That the name of Willow Lodge be changed to Westwood House.

06/07-08 Reports from the Sub-Committees of Building Committee

(a) Environment and Amenities Committee

RECEIVED:

A report from the meeting of the Environment and Amenities Committee held on 18 October 2007 (Paper BC.3-07/08).

(i) Membership and Terms of Reference

CONSIDERED:

- (A) A recommendation from the Environment and Amenities Committee that its membership would benefit from the inclusion of representation from WISER and Warwick HRI.
- (B) A recommendation from the Environment and Amenities Committee that the Terms of Reference of the Committee be amended to take account of progress made over the last 12 months with respect to the establishment of environmental targets.

RECOMMENDED (to Council):

That the Membership and Terms of Reference of the Environment and Amenities Committee be amended.

(ii) Electrical Air Conditioning Units and Outdoor Electrical Heaters

REPORTED:

- (A) That during the hot weather, some staff had been using portable electric air conditioning units, the use of which had contributed to increased energy use.
- (B) That electrical heaters had been provided in designated outdoor smoking areas following the ban on smoking in public areas.

RESOLVED:

- (A) That although Building Committee did not condone the use of pug-in electrical air conditioning units and outdoor electrical heaters, as the period of usage was relatively short no action would be taken.
- (B) That the Environment Officer be asked to establish where the appliances were being used and monitor and manage their use.

(iii) Bicycle User Group

REPORTED:

That the Committee was in favour of inviting members of the University's Bicycle User Group to make representations to relevant meetings of the Committee.

RECOMMENDED (to Council):

That the proposal be approved.

(b) Space Management Group

CONSIDERED:

A report from the meetings of the Space Management Group held on 24 July and 25 October 2007 (Paper BC.4-07/08).

(c) Estates Management Committee

RECEIVED:

A report from the Estates Management Committee (Paper BC.5-07/08).

07/07-08 Sale of Anchor House

REPORTED:

That the sale of Anchor House in the sum of £1.55m was completed on 17 October 2007.

08/07-08 Purchase of Cryfield Grange Farm

REPORTED:

That the University had purchased Cryfield Grange Farm in the sum of £1.38m and took possession of the property on 1 November 2007.

09/07-08 Purchase of Argent Court

REPORTED:

(a) That the University was in negotiations to purchase Argent Court on the Science Park in the sum of £4.05m + VAT. The building would house the Estates Office, Jobs.ac, AdsFab and the IT Services Mirror Server Room.

(b) That Finance and General Purposes Committee, at its meeting on 13 November 2007 had recommended the purchase.

10/07-08 Energy Report 2006/07

CONSIDERED:

The Energy Report for 2006/07 (Paper BC.6-07/08).

RESOLVED:

(a) That a summary report only be presented to Building Committee in November 2008.

- (b) That Warwick HRI be included in the report for 2007/08.
- (c) That a paper be prepared for the next meeting of Building Committee on whether the University should buy energy in advance or via a spot market.

11/07-08 Major Maintenance 2008/09

CONSIDERED:

The proposed Major Maintenance bids for 2008/09 (Paper BC.7-07/08), noting that:-

- (a) A condition survey of the main Sports Centre swimming pool had recently been completed and highlighted the need to spend £1.9m within a suggested period of five years on the systems and structure, although there was a proposal to build a new 50m swimming pool.
- (b) The works in the Major Maintenance plan in the Butterworth Hall due to take place this year would now be incorporated into the proposed refurbishment of the Hall.

RESOLVED:

- (a) That an option appraisal be carried out on replacing the filters in the Sports Centre swimming pool or building a new pool.
- (b) That the proposal for a new 50m swimming pool be included in the Financial Plan.

12/07-08 Reports on the Progress of Major Projects

RECEIVED:

Reports summarising progress on the following major projects since the meeting of Building Committee on 31 May 2007:-

- (a) Millburn House (Paper BC.8-07-08), noting that the contract for Phase 2 had been determined and the contractor had gone into liquidation. A new contractor had been appointed and the Phase 2 work was scheduled to finish in February 2008.
- (b) Warwick HRI Refurbishment and Consolidation of Laboratories (Paper BC.9-07/08).
- (c) Warwick Digital Laboratory (Paper BC.10-07/08).
- (d) Library Refurbishment (Paper BC.11-07/08).
- (e) Westwood - Indoor Tennis Centre (Paper BC.12-07/08).

- (f) Students' Union South (Paper BC.13-07/08).
- (g) Zeeman Building Extension (Paper BC.14-07/08).
- (h) Chemistry Department (+ Engineering, IT Services, CeNTRE Relocations) (Paper BC.15-07/08).
- (i) New General Purpose Building (incorporating the new Estates Office) (Paper BC.16-07/08).
- (j) Chemistry Clean Laboratory (for Professor T. Jones) (Paper BC.17-07/08).
- (k) Warwick Arts Centre - Refurbishment and Extension of Butterworth Hall (Paper BC.18-07/08).

## RESOLVED:

- (a) That Planning Permission be sought and then held, if approved, for the General Purpose Building, even though the Estates Office and other departments were now moving to Argent Court.
- (b) That, following consideration of the sketch plans attached to the report on the refurbishment and extension of Butterworth Hall, Option 1 be approved in principle subject to costs being available at the next meeting of Building Committee.

13-07/08 Warwick Medical School Clinical Trials Unit

## REPORTED (by the Development Plan Architect):

That since the meeting of Building Committee held on 9 March 2007, the orientation of the Warwick Medical School Clinical Trials Unit had been changed.

## CONSIDERED:

The plans and elevations of the revised scheme (Drawing nos. 135/245 - 135/248 inclusive).

## RESOLVED:

That the plans and elevations be approved.

14-07/08 New Nursery

## RECEIVED:

An oral report from the Development Plan Architect on the scheme for the proposed Nursery which had been revised since approval was given at the meeting of Building Committee on 23 November 2006.

CONSIDERED:

The plans and elevations of the revised scheme (Drawing no. 135/244).

RESOLVED:

That the plans and elevations of the revised scheme be approved.

15/07-08 Architectural Competition

CONSIDERED:

A report from the Director of Estates on the background and process involved in running an architectural design competition for new developments, in line with the University Strategy (Paper BC.19-07/08).

RECOMMENDED:

That a competition be run for the next phase of student accommodation to gain experience of the process in advance of the more high profile emerging projects such as the planned Medical Teaching Building.

RESOLVED:

That the proposal be approved.

16/07-08 Finance Report

RECEIVED:

- (a) A report from the Head of Finance (Estates) on the cost of capital expenditure on buildings against approved expenditure for 2006/07 (Paper BC.20-07/08).
- (b) A summary of the buildings capital plan for 2007/08 (Paper BC.21-07/08).