

UNIVERSITY OF WARWICK

Open Minutes from the Meeting of the University Estate Committee held on 29
January 2015

- Present: Ms P Egan (Chair), Ms C Turhan (President, Students' Union), Professor L Young (Pro-Vice-Chancellor (Academic Planning and Resources)).
- Apologies: Mr R Ankcorn, Mr P Dunne, Professor D Elmes, Mr G Howells, Mr K Sloan.
- In Attendance: Mr J Breckon (Director of Estates and Secretary), Mr C Carrington (Deputy Director of Estates and Capital Programme Director), Ms R Drinkwater (Group Finance Director), Mr K Edwards (Chief Finance Officer, Estates), Mr W Heynes (Asset Management Director, Estates), Ms J Horsburgh (Deputy Registrar), Dr E Melia (Senior Assistant Registrar (Space Management and Timetabling), Mr H Rowles (Assistant Registrar (Space Management and Timetabling) and Assistant Secretary).

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.

32/14-15 Minutes

RESOLVED:

That the minutes of the meeting of the University Estate Committee held on 10 December 2014 be approved, subject to the following amendments (additions underlined, ~~deletions struck through~~):

23/14-15 Conference Facility (minute BC.11/14-15 referred)

(...)

- (e) That the current Radcliffe Conference Centre created an severe impediment to forming connections between the two sides of the campus across Gibbet Hill Road, making expansion onto the Warwickshire side of campus more difficult. ~~the East-West spine route identified in the masterplan.~~

26/14-15 Campus Development Steering Group

(...)

- (b) That ~~the~~ one purpose of the masterplan was ~~primarily~~ to appraise and inform local authorities of potential densities of developments on campus;

33/14-15 Conflicts of Interest

REPORTED:

That, should any members or attendees of the University Estate 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.

NOTE: No declarations were made.

34/14-15 Chair's Business

REPORTED: (by the Director of Estates)

- (a) That since the last meeting, the Chair had taken action on behalf of the Committee to approve a proposal for the interface between the Rootes Building and Plaza as part of the Plaza redevelopment project;
- (b) That this interface involved a minor change in elevation as proposed by Churchman, the architects working on the project;

(by the Group Finance Director)

- (c) That in future the Chair of the Project Progressing Group should be consulted on decisions that affected a live project prior to seeking approval from the Chair of the University Estate Committee.

35/14-15 Warwick Manufacturing Group Engineering Workshop

CONSIDERED:

A proposal for a WMG Engineering Workshop, as set out in paper UEC.16/14-15.

REPORTED: (by the Capital Programme Director)

- (a) That the proposal had been approved by the Capital Planning and Accommodation Review Group and the finances approved by the Finance and General Purposes Committee;
- (b) That the proposal consisted of approximately 1,000m² of space for research to be carried out by existing WMG staff;
- (c) That the facility provided high-end microscopy and production line facilities, including a Make-Like-Production facility for testing manufacturing processes;
- (d) That Coventry City Council were being consulted on planning permission for the facility;
- (e) That the building would be a frame construction in a semi-industrial style with metal cladding;

- (f) That the large, open spaces in the design would aid in repurposing the building in the future, if required;
- (g) That the proposal was being fast-tracked, with construction due to commence in the next three months;

(by the Group Finance Director)

- (h) That a bid had been submitted for UKPRIF funding with Tata Steel, noting that this may result in minor changes to the contents of the building;
- (i) That the bid had been shortlisted in the first round and was considered a strong bid for funding;
- (j) That the model for securing government funding required projects that could be started quickly in order to draw down funding within the designated time periods;
- (k) That funding was generally only available for buildings that would not otherwise be constructed, resulting in the current situation where approval and construction was required to be completed within a short funding period;
- (l) That the budget allowed some flexibility for any minor changes in contents of the building or services provision;

(by the Pro-Vice-Chancellor (Academic Planning and Resources))

- (m) That the Capital, Space and Amenities Group were considering the impact of the National Automotive Innovation Centre on the future space requirements of WMG;

(by the Director of Estates)

- (n) That WMG were working with the Estates Office to provide details of future capital requirements.

RESOLVED:

That the location and outline design of the proposed WMG research facility, as set out in paper UEC.16/14-15, be approved.

36/14-15 Sherbourne Residences (minute BC.12/14-15 and UEC.20(c)/14-15 referred)

CONSIDERED:

A paper setting out proposed locations for additional blocks of residential accommodation to be constructed as part of Sherbourne residences, as set out in paper UEC.17/14-15.

REPORTED (by the Capital Programme Director)

- (a) That the Finance and General Purposes Committee had approved funding for the construction of 270 rooms, which included six rooms for support staff;
- (b) [Exempt information not included]
- (c) That Warwick District Council had requested that all accommodation be moved southwest from the locations indicated in the paper in order to maintain the integrity of the green landscaped space at the border of the University's land;
- (d) That the new location would not require building on the existing tennis courts;
- (e) That the construction would be fast-tracked using the design for the existing Sherbourne Residences, with improvements based on the experience of the original construction incorporated;
- (f) That the contractor used on the original blocks would be retained, noting that the problems with the water mains on the original build had been discussed and a solution put in place;

(by the Group Finance Director)

- (g) That it would be important to maximise the density of rooms constructed, noting that the requirement for rooms was a minimum of 260;
- (h) [Exempt information not included]
- (i) That there was a requirement for the construction of 2,000 rooms on campus in the longer term;

(by the President of the Students' Union)

- (j) That, although one of the more expensive residences on campus, Sherbourne Residences were popular with the student community;
- (k) That there was a desire by the student population for as many rooms as possible to be available on the campus;

(by the Director of Estates)

- (l) That any additional construction could impact on the delivery date of completed residences unless a phased delivery was considered.

RESOLVED:

- (a) That the Director of Estates and Capital Programme Director explore the possibility of increasing the density of rooms on the Sherbourne site in parallel with progressing the existing plan set out in paper UEC.17/14-15;
- (b) That the location of the additional Sherbourne Residences be approved in principle, subject to approval of the final location by Chair's action.

37/14-15 National Automotive Innovation Centre

CONSIDERED:

A paper on the methodology for agreeing value engineering items for the National Automotive Innovation Centre, as set out in paper UEC.18/14-15.

REPORTED: (by the Director of Estates)

- (a) [Exempt information not included]
- (b) That any decisions made on value engineering that affected the aesthetics or technical aspects of the building needed to be considered to ensure they did not impact on the overall quality of the building or its links with the campus;
- (c) That the proposed Quality and Design Sub-Group (QDSG) would take decisions on value engineering items and report to the University Estate Committee via Steering;

(by the Group Finance Director)

- (d) That the Chair of the Project Progressing Group (PPG) or their nominee should be included on the QDSG membership;
- (e) That, as Chair of the PPG, she would nominate the Head of Corporate Finance to be a member of the QDSG, noting that the Head of Corporate Finance would be able to act as a link with the other partners involved in the construction and financing of the NAIC;
- (f) That partners could be invited to attend meetings of the QDSG as required but should not be members of the Group;

RESOLVED:

That the proposal to utilise the QDSG to review and approve any significant changes to the NAIC, as set out in paper UEC.18/14-15 be approved, with the addition that the Chair of the Project Progressing Group or nominee be included as a member.

38/14-15 Capital Projects

CONSIDERED:

The Estates Office Capital Projects report, detailing (i) progress on major capital projects and associated issues with programme delivery and (ii) the status for each Project Progressing Group, as set out in paper UEC.19/14-15.

REPORTED: (by the Capital Programme Director)

- (a) That the new Energy Centre was not contractually complete, but was operational, noting that the delays and issues were largely due to contractor performance;
- (b) That there were lessons learned from the project, particularly in relation to the procurement process and the implications of considering the balance of quality measures alongside cost;
- (c) That the WBS 3b extension was at least 12 weeks behind schedule, with independent estimates putting the completion date as mid-June 2015;
- (d) That some of the delays had been caused by factors outside of the contractor's control although there was also an issue of poor contractor performance;
- (e) That as part of the Faculty of Social Sciences moves the only work planned to the Social Sciences suite of buildings was cosmetic and upgrading data and power where required and limited to rooms reallocated between departments by Capital Space and Amenities Group (CSAG);
- (f) [Exempt information not included]
- (g) That the extension to the Zeeman Building had progressed with a second feasibility study completed, taking into account the new Teaching and Learning Building, noting that current plans were for a 6,000m², 5-storey extension;
- (h) That the work to refurbish Benefactors would commence on 2 February 2015;
- (i) That discussions about planning permission for the multi-storey car park were still underway with Coventry City Council;
- (j) That funding had been approved for the increased cost of the Mechanochemical Cell Biology Building by the Finance and General Purposes Committee at its meeting held on 19 January 2015, with work commencing on 27 April 2015 and completion due in spring 2016;

(by the Pro-Vice-Chancellor (Academic Resources and Planning))

- (k) That the re-organisation of the Faculty of Social Sciences planned for the summer was dependent on the completion of WBS 3b and this remained the project's greatest risk;

(by the Senior Assistant Registrar (Space Management and Timetabling))

- (l) That any additional delays to WBS 3b could have significant impact on the Faculty of Social Sciences moves, noting that this would have a significant negative impact on student experience;
- (m) That there was the potential to move WBS out of D&E block prior to the full completion of the WBS 3b project, using temporary accommodation within the existing WBS footprint;

(by the Director of Estates)

- (n) That reducing the delay to the WBS 3b extension was the biggest priority within the Estates Office currently, noting that work was underway to engage the senior management of the contractor Bowmer and Kirkland;
- (o) That he would investigate the closure of sections of car parks on campus, particularly car park 7;

(by the Group Finance Director)

- (p) That the top priority needed to be ensuring that there was no disruption to students during the Faculty of Social Sciences moves, noting that this may necessitate WBS vacating D&E block earlier than currently planned;

RESOLVED:

- (a) That the Estates Capital Projects report, as set out in paper UEC.19/14-15, be noted.

39/14-15 Energy Costs

REPORTED: (by the Group Finance Director)

- (a) That the University bought forward all its energy, so the reduction in oil and energy prices would not be realised by the institution in the short term;

(by the Asset Management Director)

- (b) That some minor savings were being made, particularly due to reduced fuel costs.

40/14-15 Gibbet Hill Path

REPORTED: (by the Director of Estates)

- (a) That work had been approved to improve the pedestrian path between Gibbet Hill and main campus;

(by the Asset Management Director)

- (b) That a new lighting system and help point had been purchased and was awaiting installation.

41/14-15 Institutional Risk Register

REPORTED: (by the Deputy Registrar)

- (a) That due to the scale of planned capital works on campus the University Council had added a Health and Safety risk to the institutional risk register;

- (b) That the Operational Risk Management Group would be convening a sub-group to look at this risk specifically.

42/14-15 Capital Planning and Accommodation Review Group

RECEIVED:

A report summarising the main items of business from the meeting of the Capital Planning and Accommodation Review Group held on 3 December 2014, as set out in paper UEC.20/14-15.

43/14-15 Date of the Next Meeting

REPORTED:

That the next meeting of the University Estate Committee would take place on Wednesday 18 March 2015 at 2.00pm in the Council Chamber, Senate House.