



ESTATES COMMITTEE

16 September 2015

Minute

Present: Vice-Principal Professor Jonathan Seckl (Convener)
Mr David Bentley, Lay member of Court
Mr Gavin Douglas, Deputy Director, Student Experience
Mr Hugh Edmiston, Director of Corporate Services (Part)
Dr Catherine Elliott, College Registrar, College of Medicine & Veterinary Medicine
Mr Gary Jebb, Director of Estates
Mr Richard Kington, Director of Accommodation Services
Dr Catherine Martin, College Registrar, College of Humanities & Social Science
Mr Gavin McLachlan, Chief Information Officer
Mr Phil McNaull, Director of Finance
Mr Jonny Ross-Tatam, President, Students' Representative Council
Dr Bruce Nelson, College Registrar, College of Science & Engineering
Mrs Tracey Slaven, Deputy Secretary, Strategic Planning
Ms Catrin Tilley, Acting Executive Director – Development & Alumni

In attendance: Mr Graham Bell, Depute Director of Estates
Mr Andrew Haddon, Head of Estates Finance
Ms Pauline Jones, Head of Strategic Performance and Research Policy
Mrs Angela Lewthwaite, Committee & Administration Officer (Secretary)
Ms Urte Macikene, Vice-President, Students' Representative Council
Ms Liz Reilly, Director of Major Gifts
Mr Geoff Turnbull, Assistant Director of Estates Department

Apologies Mr Peter Budd, Lay member of Court
Mrs Jane Johnston, Head of Estates Planning and Special Projects
Ms Sarah Smith, University Secretary

The meeting commenced with a presentation from the Director of Estates on the emerging Estates Strategy 2016-2026 (Item 4).

1 Minute (closed)

Paper A

The Minute of the previous meeting held on 22 May 2015 was approved.

The Committee warmly welcomed Ms Catrin Tilley, Mr Jonny Ross-Tatam and Ms Urte Macikene to their first Estates Committee meeting.

It noted that this would be the last Estates Committee meeting for Geoff Turnbull, Assistant Director of Estates. Geoff was thanked for his excellent contributions to the meetings over the past seventeen years and very best wishes were conveyed to him.

It further noted that Kirsty MacDonald, Executive Director, Development & Alumni, had left the University on 4 September to take up a new post at the University of Cambridge. Thanks were recorded for her contribution over the past three years on the Committee.

2 Matters Arising – There were no issues.

SUBSTANTIVE ITEMS

3 Estates Annual Capital Plan 2015-2025 **Paper B Closed**

3.1 Ten Year Forecast (summary): 2015-16 **Paper C**

The Committee noted the summary of the August 2015 PRC iteration of the Ten-Year Forecast (TYF) updated in line with version I of the Estates Capital Plan described above. The purpose of the forecast was to model the medium to long term financial performance of the University, to monitor financial sustainability, and estimate cash usage and forward planning required to progress the Estates Capital Plan.

The Committee considered the scale of capital investment implied by the emerging Estate Strategy and its main building project elements and endorsed the proposed phased project priorities, set out in the Estates Capital Plan I, which would be used as the basis for the forthcoming EIB loan application.

The Committee confirmed that the TYF reflected a credible Estates Capital Plan and recommended its adoption by PRC and Court.

3.2 External Debt Financing – Update **Paper D Closed**

4 Development of Estate Strategy 2016-2026 **Paper E**

The Committee noted that a new Estate Strategy for the period 2016-2026 would be developed over the coming months to be approved in the May/June 2016 cycle of University governance. The new Estate Strategy would incorporate a Residential Strategy.

A Steering Group would be established to oversee the preparation of the Estate Strategy 2016-2026; membership would include the Head of Strategic Performance to ensure coherence with the emerging University Strategy.

Action: Director of Estates

5 Quartermile – Business + Development **Paper F Closed**

6	Chancellor’s Building Remodelling	Paper G Closed
7	‘Building a New Biology’ Project - Business Case	Paper H Closed
8	Data Technology Institute – Business Case	Paper I Closed
9	School of Chemistry Options Appraisal	Paper J Closed
10	Development of Masterplan for Sports and Exercise	Paper K Closed
11	Residential Accommodation Update	Paper L Closed

ROUTINE ITEMS

12	Estates Committee Effectiveness Review	Paper M
-----------	---	----------------

The Committee noted the comments received from Committee members and endorsed the recommendations to improve the effectiveness of the Committee as follows:

- add the words ‘and public engagement activities.’ to the ‘Purpose’ (item 1) of the Committee’s remit to read:
‘To advise on the University’s estate in order that it can deliver a world-class estate to support academic, teaching, research and public engagement activities.’
- introduce a ‘Purchasing update paper that will include contract awards and Estates Committee Sub-Group Approvals. This paper will be brought routinely to Estates Committee meetings.
- Improve the strategic direction by continuing the development work currently underway to present financial Business Cases for each project and setting out returns on capital and payback period of investment. This together with other assessment criteria will form the basis of a selection process where resources will be insufficient to meet the ambition of the Estate Capital Plan.

The Planning Group, advised by Finance and Estates would develop the 10 year integrated financial plan linking, in particular, the Income & Expenditure and Cashflow statements to reflect all Capital Expenditure and its impact.

Action: Convener, Director of Estates and Director of Finance

- | | | |
|-----------|---|---------------------------|
| 13 | Development Trust Campaign Capital Project Update (Closed) | Paper N
Closed |
| 14 | Estates Committee Sub-Group Approvals
The Committee noted and homologated the decisions taken by the Estates Committee Sub-Group since the last Estates Committee meeting on 22 May 2015. | Paper O |

ITEMS FOR FORMAL APPROVAL/NOTING

- | | | |
|-----------|---|---------------------------|
| 15 | Construction (Design and Management) Regulations 2015

The Committee noted the revisions to the Construction (Design and Management Regulations) 2015 and the implications for the University, in particular, the Client and Principal Designer duties to comply with health and safety legislation. It was confirmed that, subject to implementation of the proposals, the University procedures would be compliant. | Paper P |
| 16 | Fire Egress from University Property | Paper Q
Closed |
| 17 | College of Humanities and Social Science Summary Report

The Committee noted the opportunities for external funding to restore public spaces at New College and looked forward to an integrated holistic plan being presented to the Committee in due course.

The progress of feasibility work on the School of Health in Social Science (HiSS) relocation to the Holyrood Campus was also noted. Proposals would be brought to the December Estates Committee for consideration.

<u>Action: College Registrar, College of Humanities & Social Science</u> | Paper R |
| 18 | College of Medicine & Veterinary Medicine Summary Report | Paper S
Closed |
| 19 | College of Science and Engineering Summary Report | Paper T
Closed |
| 20 | Support Groups Summary Report | Paper U
Closed |
| 21 | Date of Next Meeting: Wednesday 9 December 9:30 – 12:30 in the Raeburn Room, Old College. | |

Estates Committee papers are located at:

<https://www.wiki.ed.ac.uk/display/UCC/Estates+Committee>