



ESTATES COMMITTEE

9 December 2015

Minute

- Present:** Vice-Principal Professor Jonathan Seckl (Convener)
Mr David Bentley, Lay member of Court
Mr Peter Budd, Lay member of Court
Mr Hugh Edmiston, Director of Corporate Services
Dr Catherine Elliott, College Registrar, College of Medicine & Veterinary Medicine
Mr Lee Hamill, Depute Director of Finance
Mr Gary Jebb, Director of Estates
Mrs Jane Johnston, Head of Estates Planning and Special Projects
Mr Richard Kington, Director of Accommodation Services
Dr Catherine Martin, College Registrar, College of Humanities & Social Science
Mr Gavin McLachlan, Chief Information Officer
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 Sarah Smith, University Secretary
- In attendance:** Mr Graham Bell, Depute Director, Head of Estates Development
Mr David Brook, Acting Head of Estates Operations
Mr Andrew Haddon, Head of Estates Finance
Mrs Angela Lewthwaite, Committee & Administration Officer (Secretary)
Ms Urte Macikene, Vice-President, Students' Representative Council
Ms Liz Reilly, Director of Major Gifts
- Apologies** Mr Phil McNaul, Director of Finance
Ms Catrin Tilley, Acting Executive Director – Development & Alumni

1 Minute (closed)

Paper A

The Minute of the previous meeting held on 16 September 2015 was approved.

The Committee noted the apologies and warmly welcomed Mr David Brook, Acting Head of Estates Operations, to his first Estates Committee meeting.

2 Matters Arising

Closed

3	Estates Annual Capital Plan 2015-2025	Paper B Closed
	3.1 Ten Year Forecast (summary) - 2015-16 – December	Paper C
	The Committee noted the summary of the TYF, updated in line with version J Q1 of the Estates Capital Plan described above.	
4	Central Bioresearch Services (CBS) Estates Review	Paper D Closed
5	Edinburgh Bioquarter Estates Overview and Infrastructure project update	Paper E Closed
6	Student Experience	Paper F
	Noting that improving the student experience is one of the University's highest priorities, the Committee approved £3.9M of the RDEC resource to fund the following student areas:	
	<ul style="list-style-type: none"> • £1M set aside for bids from Schools for Minor Works Projects that would specifically enhance the student experience. • £0.1M allocated to make internal improvements and new finishes to create a modern social and entertainment space for the student facilities at ECA (The Wee Red Bar). • £0.5M allocated to EUSA in part to enhance use of facilities at King's Buildings, but also to assist in enhancing student facing services and facilities across the campus. • £0.8M towards creation of additional study space in the Main Library following relocation of ISG staff to Argyle House. • £1.5M allocated to a programme for enhancement of teaching accommodation. 	
	£1.9M requested for future capital projects could not be supported as the current RDEC funding is only available this academic year.	
	<u>Action: Director of Estates</u>	
7	GeoSciences New Build at King's Buildings – Feasibility Study and Outline Business Case	Paper G Closed

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| 8 | University Collections Facility, South Gyle | Paper H
Closed |
| 9 | University Signage Protocol | Paper I |
| | The Committee approved the recommendation to implement a University Signage Protocol which would introduce a consistent and inclusive approach across the estate. | |

ROUTINE ITEMS

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| 10 | Estates Committee Sub-Group Approvals | Paper J |
| | The Committee noted and homologated the decisions taken by the Estates Committee Sub-Group since the last Estates Committee meeting on 16 September 2015. | |
| | The list of works contracts awards (greater than £250,000) totalling £44.6M over the period 16 September 2015 to 30 November was also noted. | |
| 11 | Development Trust Campaign Capital Project Update (Closed) | Paper K
Closed |
| 12 | Strategic Acquisitions | Paper L
Closed |
| 13 | Space Enhancement and Management Group Report | Paper M |
| | The Committee noted the report from the Space Enhancement and Management Group meeting on 18 November 2015 and approved £127K to enable the Timetabling data modelling 3 year programme to progress. | |
| 14 | Small Works Bids 2016/17 | Paper N |
| | Noting £2.15M funding was currently budgeted in the University's Capital Plan, the Committee approved the prioritised Small Works Programme for 2016-17. | |

ITEMS FOR FORMAL APPROVAL/NOTING (Please note these items are not normally discussed)

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| 15 | College of Medicine and Veterinary Medicine 2025 Estates Overview | Paper O |
| | The Committee noted the CMVM Estates Overview document which provided context to underpin the justification for capital project proposals over the next five years. | |

- 16 Estates Department Purchasing Protocol** **Paper P**
- The Committee welcomed and approved the protocol that would ensure procurement legislative compliance across the department and approved the implementation to progress from 5 January 2016.
- It was further noted that the sub-delegation of the new Delegated Authority Schedule should be brought to the next Estates Committee.
- Action: Director of Estates
- 17 College of Humanities and Social Science Summary Report** **Paper Q**
- The Committee noted the updates on the Digital Arts Enabling Works, Health in Social Science (HiSS) relocation to Holyrood and the external funding opportunity to support the refurbishment of New College.
- 18 College of Medicine & Veterinary Medicine Summary Report** **Paper R Closed**
- 19 College of Science and Engineering Summary Report** **Paper S**
- The Committee was advised to amend the final sentence in Point 4 - The Digital Health and Care Institute (DHI) - to read *'Additional space may be taken which has always been part of the move to Maxim'*.
- The Committee noted the report but queried the funding and any apparent authorisation of a possible 10 year lease arrangement with the Digital Health and Care Institute (DHI).
- Action: College Registrar, College of Science & Engineering
- Post meeting note - It was confirmed that DHI's lease for its current premises at Maxim in Lanarkshire runs for 12 months to April 2016. The terms for additional space at Maxim's premises are under discussion with the Landlord for a 10 year lease at £183,000 per year.
- The additional space, if required, would require approval from a subsequent meeting of Estates Committee.
- 20 Support Groups Summary** **Paper T Closed**
- 21 Date of next meeting** 23 March -09:30 – 12:30 to be held in the Raeburn Room, Old College.

Estates Committee papers are located at:

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