



ESTATES COMMITTEE

25 May 2016

Minute

- Present:** Vice-Principal Professor Jonathan Seckl (Convener)
Mr David Bentley, Lay member of Court
Mr Hugh Edmiston, Director of Corporate Services
Dr Catherine Elliott, College Registrar, College of Medicine & Veterinary Medicine
Mr Gary Jebb, Director of Estates
Mr Richard Kington, Director of Accommodation Catering and Events
Dr Catherine Martin, College Registrar, College of Humanities & Social Science
Mr Gavin McLachlan, Chief Information Officer
Mr Phil McNaull, Director of Finance
Dr Bruce Nelson, College Registrar, College of Science & Engineering
Mr Jonny Ross-Tatam, President, Students' Representative Council
Mrs Tracey Slaven, Deputy Secretary, Strategic Planning
Ms Sarah Smith, University Secretary
- In attendance:** Mr Graham Bell, Depute Director, Head of Estates Development
Mr Grant Ferguson, Head of Estates Operations and Assistant Director of Estates
Mr Alec Edgecliffe-Johnson EUSA President (elect)
Mrs Jane Johnston, Head of Estates Planning and Special Projects
Ms Jenna Kelly EUSA VP Services (elect)
Mrs Angela Lewthwaite, Committee & Administration Officer (Secretary)
Ms Urte Macikene, Vice-President, Students' Representative Council
Ms Liz Reilly, Director of Major Gifts - Development & Alumni
- Apologies** Mr Peter Budd, Lay member of Court
Mr Chris Cox, Vice-Principal Philanthropy and Advancement and Executive Director of Development and Alumni

1 Minute (closed)

Paper A

The Minute of the previous meeting held on 23 March 2016 was approved subject to a minor correction in paragraph '3.3 to read: 'The Director of Corporate Services noted that the status of all Subsidiary Companies was being reviewed.'

The Committee welcomed Mr Grant Ferguson, Head of Estates Operations and Assistant Director of Estates, Mr Alec Edgecliffe-Johnson, incoming EUSA President and Ms Jenna Kelly, incoming EUSA VP Services to Estates Committee.

The Committee noted that this would be the last Estates Committee meeting for Jonny Ross-Tatam, (EUSA President) and Urte

Macikene, (Vice President Services), both were thanked for their excellent contributions.

It was also noted that Mr Andrew Haddon, former Head of Estates Finance had left the University.

2 Matters Arising

2.1 – Item 5 - Quartermile Development – Closed

2.2 – Item 4 – London Base - Closed

3 Estate Strategy 2016-2026

Paper B

The Committee noted the Estates Strategy was in final drafting and would be presented to the next Estates Committee prior to submission to University Court. The Strategy would incorporate a residential accommodation strategy.

Concern was raised on the impact of increasing student numbers on the learning, teaching and student residential estate.

Action: Director of Estates

4 Estates Annual Capital Plan 2015-2025 – Closed

Paper C

Finance Director’s Update – Interim Ten Year Forecast (TYF) (May 2016)

Paper C1

The latest iteration of the TYF including the emerging Estate Strategy were noted.

The Committee noted that the next full TYF iteration would reflect capital expenditure plans for University’s IT infrastructure.

5 Institute of Genetics and Molecular Medicine (IGMM): Centre for Life-course Translation Genomics (Phase 11b) at the Western General - Business Case – Closed

Paper D

6 Langhill Farm Silage Complex – Business Case – Closed

Paper E

7 Kenneth McKenzie Hotel and Postgraduate Common Room Refurbishment (formerly known as The Kenneth Mackenzie Hospitality Suite) – Closed

Paper F

8 Refurbishment of Holland House – Closed

Paper G

9 Refurbishment of Kincaid Court – Closed

Paper H

10 Sustainable Campus Fund - Business Case

Paper I

The Committee approved funding and confirmed the governance and delivery mechanisms for a Sustainable Campus Fund of

£2.75M over 3 years commencing in 2016/17 and Year 1 budget of £0.75M rising to £1M for years 2 and 3.

Action: Director of Corporate Services and Director of Estates

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| 11 | 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 23 March 2016.
The list of works and goods contracts awards (greater than £250,000) totalling £33.2M over the period 13 March 2016 to 13 May 2016 was also noted. | Paper J |
| 12 | Development Trust Campaign Capital Project Update – Closed | Paper K |
| 13 | Strategic Acquisitions and Disposals – Closed | Paper L |
| 14 | School of Chemistry – Joseph Black Building Refurbishment
The Committee approved £90K funding from College reserves in addition to the £100K approved in September 2015 and further approved £190K match funding from University Corporate Resources to progress design work in support of an Outline Business Case and fund-raising. | Paper M |
| <u>Action: Director of Estates and College Registrar, College of Science & Engineering</u> | | |
| 15 | School of Geosciences
The Committee approved up to £300K funding from College reserves to undertake further design work. | Paper N |
| <u>Action: College Registrar College of Science & Engineering</u> | | |
| 16 | University Climate Strategy
The Committee noted the paper which provided an update on the review of the existing Climate Action Plan and proposed next steps for the University's Climate Strategy. | Paper O |
| 17 | Estates Department Purchasing Protocol
Estates Committee noted the update and proposals to ensure compliance with the new European and Scottish proc | Paper P |
| 18 | Estates Risk Register
Estates Committee welcomed the report which would be presented annually. It was noted that the recommendations from the Pricewaterhouse Coopers review of Estates Development resource, systems and processes would be reported to the next Estates Committee in September. | Paper Q |

19 College of Humanities and Social Science Summary Report **Paper R**

The Committee approved the procurement of a design team and professional fees of £250K, from University Corporate Resources to procure a design team to the conclusion of Stage 3 (D) Developed Design to progress the School of Health in Social Science (HiSS) relocation from the Old Medical School at Teviot Place to Holyrood.

Action: Director of Estates and College Registrar, College of Humanities & Social Science

20 College of Medicine & Veterinary Medicine Summary Report **Paper S**
Developmental Imaging Technology (DIT) facility at QMRI at the BioQuarter

The Committee approved, in principle, to commence procurement of a design team and develop the project to Stage D. This is subject to clarification of the £750K estimate, approval of funding from the CMVM reserves and a review of a business case.

Usher Institute at BioQuarter

The Committee approved £400K from University Corporate Resources and, in principle, to commence the OJEU procurement process following discussion with Scottish Enterprise.

Scotland's Rural College (SRUC) Ground Lease at Easer bush – Closed

Small Animal Hospital (HfSA) new build /refurbishment project – Closed

21 Support Groups Summary Report **Paper T**

The Committee approved £800K funding from ACE to develop a Student Common room, House Office and Laundry along with a Warden's flat at John Smith Halls of Residence.

Action: Director of Estates and Director of Accommodation, Catering and Events

22 Date of next meeting: Wednesday 14 September 2016 -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>

If you require this agenda or any of the papers in an alternative format e.g. large print please contact Angela Lewthwaite on 0131 651 438 or email Angela.Lewthwaite@ed.ac.uk