



**ESTATES COMMITTEE**

**12 September 2018**

**Minute**

**Present:** Vice-Principal Professor Jonathan Seckl (Convener)  
Mr David Bentley, Lay member of Court  
Ms Eleri Connick, EUSA President  
Mr Chris Cox, Vice-Principal (Philanthropy & Advancement), Development & Alumni  
Mr Hugh Edmiston, Director of Corporate Services  
Dr Catherine Elliott, College Registrar, College of Medicine & Vet Medicine  
Mr Gary Jebb, Director of Estates  
Mr Richard Kington, Director of Accommodation, Catering and Events  
Dr Catherine Martin, College Registrar, College of Arts, Humanities & Social Science  
Mr Gavin McLachlan, Chief Information Officer and Librarian  
Mr Phil McNaull, Director of Finance  
Ms Clare Reid, Lay member of Court  
Vice-Principal Professor Dave Robertson, Head of the College of Science & Engineering  
Ms Tracey Slaven, Deputy Secretary, Strategic Planning  
Ms Sarah Smith, University Secretary  
Mr Richard Terry, External Member of the Committee

**In attendance:** Mrs Karen Adamson, Head of Estates Finance  
Mr Grant Ferguson, Director of Estates Operations  
Mr Kyle Clark-Hay, Head of Estates Business Services  
Ms Georgie Harris, Vice-President Community  
Mrs Hannah King, Policy & Governance Manager – Estates Department  
Mrs Jane Johnston, Director of Estates Development  
Mrs Angela Lewthwaite, Estates Committee Officer (Secretary)  
Theresa Merrick, Director of Communications and Marketing  
Dr Bruce Nelson, College Registrar, College of Science & Engineering  
Ms Zoe Stephens, Estates Organisational Development & Change Manager

**Apologies:** None.

**1 Minute**

**Paper A**

The minute of meeting held on 14 March 2018 was approved subject to the figures included in item 3 of the minute being checked for accuracy.

**2 Matters Arising (Closed)**

**SUBSTANTIVE ITEMS**

**3 Estates Capital Plan 2017-18 to 2027-28 (Closed) Paper B**

**3.1 Finance Director's Update - Interim Ten Year Forecast (September 2018) (Closed) Paper B1**

**4 Student Residential Accommodation Strategy 2018-2028 (Closed) Paper C**

**5 Engineering Module 1 (Closed) Paper D**

**6 King's Buildings Infrastructure West (Closed) Paper E**

**7 Quartermile 'gap site' (possible New Business School) Project (Closed) Paper F**

**8 Space Strategy Group Report Paper G**

The Committee noted the main matters which had been discussed at the Space Strategy Group meeting held on 22 August 2018 and endorsed the recommendation from the Space Strategy Group that an innovative additional large teaching space (capacity circa 500) is created at the earliest opportunity to support Central area teaching.

Action: Director of Estates

**9 Fire Risk Management (Closed) Paper H**

**10 New College Fire Asset Protection & Compliance Works (Closed) Paper I**

**11 David Hume Tower Refurbishment (Closed) Paper J**

**ROUTINE ITEMS**

**12 Capital Project Update(Closed) Paper K**

**13 Estates Committee Sub-Group and Estates Tender Review Panel Approvals Paper L**

The Committee noted the approvals provided by the Estates Committee Sub-Group:

- New Biology - main contract awarded to Balfour Beatty Group Ltd in the sum of £418,422 for Pre-Award Services. The contract is scheduled to be completed in December 2021.

- King's Buildings Infrastructure, Design and Build Main Contractor was awarded to FES Support Services Ltd in the sum of £6,427,694.63 for the first Phase of this project. The contract is scheduled to be completed 12 July 2019.

Contract awards (cc £26m) greater than £250k over the period to 1 May 2018 to 31 August were noted.

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| <b>14</b> | <b>Development &amp; Alumni Capital Project Update (Closed)</b>         | <b>Paper M</b>  |
| <b>15</b> | <b>Strategic Acquisitions and Disposals (Closed)</b>                    | <b>Paper N</b>  |
| <b>16</b> | <b>Planned Works over £500k to Residential Property Estate (Closed)</b> | <b>Paper O</b>  |
|           | <b>16.1 Churchill House Refurbishment (Closed)</b>                      | <b>Paper O1</b> |

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

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| <b>17</b> | <b>Edinburgh Bio-Quarter Strategy – Update from detailed space modelling (Closed)</b> | <b>Paper P</b> |
| <b>18</b> | <b>Waste Strategy 2018/19 – 2022/23</b>   | <b>Paper Q</b> |

The Committee noted the University of Edinburgh Waste Strategy 2018/19 – 2022/23 which sets out a vision to become a zero waste University. The strategy supersedes the Recycling & Waste Management Policy 2010.

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| <b>19</b> | <b>Estates Department – Sub-Delegation of the University's Delegated Authority Schedule</b> | <b>Paper R</b> |
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The Committee noted an update to the Estates Department Sub-Delegation of the University's Delegated Authority Scheduled in light of the revised management structure within the Estates Department.

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| <b>20</b> | <b>Professional Services Summary (Closed)</b>   | <b>Paper S</b> |
| <b>21</b> | <b>Development &amp; Alumni – Naming of a Lecture Theatre in the Edinburgh Medical School</b> | <b>Paper T</b> |

The Committee approved the proposal to rename one of the two main Lecture Theatres in the Chancellor's Building at Little France after a major supporter and widely recognised business and philanthropic leader, Dame Stephanie Shirley, for a duration of a minimum of 25 years.

Action: College Registrar, College of Medicine & Veterinary Medicine

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| <b>22</b> | <b>Date of next meeting: Wednesday 5 December 2018 - 9:00 am – 1.00 pm to be held in the Raeburn Room, Old College.</b> |
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