



Estates Committee

Wednesday 13 March 2024

Minute – Website Version

Note: This is an edited version of the full Estates Committee minutes. The majority of papers for Estates Committee are closed but where possible minute text has been provided. This may not be the full minute for each item.

- Present:** Frank Armstrong, Co-opted Member of Court
David Argyle, Vice Principal and Head of College of Medicine and Veterinary Medicine
Sharan Atwal, EUSA President
Leigh Chalmers, Vice-Principal and University Secretary
Sue Currie, External Member
Dave Gorman, Director of Social Responsibility and Sustainability
Lee Hamill, Director of Finance
Colm Harmon, Vice-Principal Students
Gary Jebb, Director of Place
Catherine Martin, Vice-Principal Corporate Services
Gavin McLachlan, Vice-Principal, Chief Information Officer and Librarian to the University
Theresa Merrick, Director of Communications and Marketing
Mark Parsons, EPCC Director and Dean of Research Computing
Alistair Smith, Co-opted Member of Court
Rona Smith, Director of Strategic Planning & Insight
Carina Svensen, Director of Accommodation, Catering and Events
Richard Terry, External Member of the Committee
Damien Toner, Director of Estates
- In Attendance:** Kym McCaul, Estates Governance and Committee Officer
Tommy Angus, Director of Estates Operations
Stephen Barnes, College of Arts Humanities and Social Sciences, Head of Operations and Planning
Anne-Marie Coriat, College Registrar, College of Medicine and Veterinary Medicine
Jo Craiglee, Head of Knowledge Management and IS Planning
Grant Ferguson, Director of Estates Net Zero and Carbon Leadership
Jane Johnston, Director of Estate Development
Hannah King, Policy and Governance Manager
Chloe Kippen, Director of Philanthropy and College Advancement
Jennifer Milne, Deputy CIO
Anne Payne, College Registrar, College of Science and Engineering
Zoe Stephens, Director of Estates Business Services
Tony Weir, Director of Information Technology Infrastructure
Helen Wood, Head of University Space

Apologies: Chris Cox, Vice-Principal Philanthropy and Advancement and Executive Director of Development and Alumni
Iain Gordon, Vice-Principal and Head of College of Science & Engineering
Kim Graham, Provost
Sarah Prescott, Vice Principal, Head of the College of Arts, Humanities and Social Sciences
Terry Fox, Director of Specialist Services, Finance
Peter Mathieson, The Principal and Vice-Chancellor
Alma Riessler, EUSA Vice President

1. Welcome & Introduction

The Convener welcomed Chloe Kippen, Director of Philanthropy and College Advancement and Helen-Rose Wood, Head of University Space to the meeting.

Apologies were noted by Estates Committee.

2. Previous Minutes for Approval

Estates Committee approved the minute from 14 December 2023.

3. Action Log

Estates Committee agreed to close all actions.

4. Matters Arising

The Convener provided a verbal update related to the Estates Committee Internal Audit review. Estates Committee noted a report on the response to the findings would be added to the May Estates Committee agenda.

The Convener advised that since the last meeting of Estates Committee on 14 December 2023 University Court considered the following items on 26 February 2024:

Small Works Programme and Statutory Compliance Budget Allocation

- University Court approved the Small Works and Statutory Compliance Programme 2024/25 allocation included within the current capital plan.

Proposed Multiyear Energy Efficiency Programme

- University Court Approved funding from the current Capital Plan to establish a multiyear project pipeline.

Usher Institute - Reallocation of City Deal Funding

- University Court agreed to reallocate unspent City Deal funding from the Edinburgh BioQuarter Enabling Infrastructure project to the Usher Institute project budget in order to support additional infrastructure costs incurred as a result of utility works and connection charges.

The Convener further advised that since the last meeting of Estates Committee on 14 December 2023 Policy and Resources Committee considered the following item on 12 February 2024 (and under Matters Arising at University Court on 26 February 2024):

Reinforced Autoclaved Aerated Concrete (RAAC) Update

- University Court and Policy and Resources Committee noted the updates in relation to the University response to RAAC.

5. Key Decision Forward Plan

A forward plan was presented listing the reports that were expected to be presented to Estates Committee in the coming year and the decisions that would be required by Estates Committee. It was highlighted that there was a significant amount of business expected at the May meeting.

Estates Committee requested for additional detail be provided of the costs in relation to item 17 IT Hosting Requirements Appraisal – Outline Business Case.

Action: Chief Information Officer and Librarian to the University and Director of Estates

It was also agreed that consideration be given to providing Estates Committee with oversight of the Quantity Surveying Framework Agreement (item 22) in advance of an Estates Committee Exception Group request.

Action: Director of Estates

The Vice Principal Corporate Services noted that work on the new Capital Plan would begin in the Spring 2024.

Estates Committee noted the Key Decisions Forward Plan.

6. Estates Annual Capital Plan 2023 to 2029

An update of the Capital Plan for the six-year period 2023 to 2029 was presented. It set out the movements in the Capital Plan compared with the Capital Plan presented at Estates Committee in December 2023, the forecast for 2023-24 and the requests for funding sought at this Estates Committee. The paper also noted the financial impact of construction inflation on the plan.

Estates Committee noted work was due to commence on the development of a New Capital Plan for the period 2025-2035, with a particular focus on the first 5 years of this period. The first meeting of the Capital Plan Working Group, which would discuss this, was scheduled for 22 April 2024. During discussion it was highlighted that there was a tension between the affordability of the Capital Plan and the aspirations of the University. The University would have to consider if there were other ways of funding the full aspirations in relation to the Capital Plan.

7. Information Services Group Capital Envelope 2023 - 2029

An update was provided on the Information Services Group (ISG) 5-year capital envelope, 2023-29.

Estates Committee noted the update on the Digital Estates capital expenditure projected for 2023/24 and forecast to 2028/29.

8. Director of Finance Update

An update was presented on the latest iteration of the University's five-year financial scenario modelling.

Estates Committee noted the version presented at this meeting would be superseded by an updated version which would be available the following week and subsequently issued to the next Policy and Resources Committee and University Court.

Estates Committee noted the update.

9. Reinforced Autoclaved Aerated Concrete (RAAC)

An update was provided on the progress made to date in relation to the associated programme of works within buildings impacted by Reinforced Autoclaved Aerated Concrete (RAAC). Funding was requested to progress the remediation works associated with all impacted University buildings.

Estates Committee agreed to recommend to Policy and Resources Committee and subsequently University Court approval of a funding to remediate the impacted buildings.

Estates Committee agreed that further discussion was required on the level of additional funding that should be delegated to Estates Committee for approval and that the final figure should be agreed in consultation with the Convener in advance of Policy and Resources Committee paper issue.

Estates Committee agreed to review the resilience of teaching and research space.

Action: Convener, Director of Estates and Director of Estates Development

10. Geosciences NERC Funded Research Facility: Purchase of a Cameca ims-1300HR3 Ion Microprobe

Estates Committee was presented with a request to purchase an Ion Microprobe for use by the School of Geosciences and associated services. The purchase would be fully externally funded from a Natural Environment Research Council (NERC) Capital Investment award to an agreed maximum spend.

Estates Committee noted:

- The purchase would be fully externally funded from a Natural Environment Research Council (NERC) Capital Investment award, to an agreed maximum spend.
- That grant funding for the purchase was payable in 4 instalments over 4 years, however, the manufacturer required 80% up front, with a further 10% on delivery and the final 10% paid on acceptance; and
- That the University was therefore being asked to forward fund the purchase.

Estates Committee approved the purchase of the Cameca ims-1300HR³ Ion Microprobe to the agreed maximum spend for the School of Geosciences and associated services.

Action: College Registrar, College of Science and Engineering

11. Churchill House - Bedroom and En-suite Shower Room Refurbishment

Estates Committee were presented with the Preliminary Business Case for the refurbishment of 219 student bedrooms and en-suite shower rooms and 3 communal bathrooms at Churchill House.

Estates Committee noted:

- The estimated project cost, following an initial feasibility study.
- The property was identified in the Residential Strategy 2023-2030 as a priority project for commencement within the first two years of the planning period;
- Provision had not been made for this expenditure in the 2022 Capital Plan;
- Due to the condition of the property, rents were significantly suppressed and there was a risk that the number of vacant rooms and rooms that were unfit for occupation would increase. The consequence was that it would further impact on the financial return of the property;
- A Full Business Case (FBC) was being prepared for presentation to the May Estates Committee seeking full investment to deliver the project; and
- The requirement for Accommodation, Catering and Events (ACE) to secure a 1-year nominations agreement to offset the loss of beds, which will be subject to a future Estates Committee approval when ACE have identified a preferred development

Estates Committee approved the Preliminary Business Case for the estimated feasibility cost.

Estates Committee agreed that the May Estates Committee report should include details of:

- why a previous planned project for the property did not progress;
- a breakdown of costs to show the rationale for the total project cost; and
- the climate impact of the project.

Action: Director of Accommodation, Catering and Events

12. Estates Capital Projects Update

Estates Committee were provided with an overview of the Estates major projects above £1m, which were currently committed, and in the construction stage on site or which have been completed since the last meeting.

Estates Committee noted the final settlement for the Edinburgh Futures Institute project had been agreed with the contractor.

Estates Committee:

- Noted the overview of the projects contained in the paper and in Appendix 1 to the report;
- Noted the regular specific update in relation to the Edinburgh Futures Institute (EFI);
- Noted the particular update in relation to the Usher project; and
- Further noted the market commentary within the report in relation to inflation and the potential impact on the Capital Plan.

It was noted that several major projects would reach Practical Completion and be handed over to the University for occupation over the next 4-8 weeks. These were:

- Edinburgh Futures Institute (EFI),
- The Institute for Genetics and Cancer (IGC); and
- The Usher Institute building.

Careful attention to the handover activity has been programmed in with the key personnel within the Estates Department and the wider University to ensure this transfer of responsibility happens smoothly.

Estates Committee acknowledged the achievement of the Estates Department for the completion of these three significant projects.

It was highlighted that the provision of information on Capital Projects was helpful for Committee members and that it would be useful to receive similar information for the Digital Estate. Estates Committee therefore agreed that an update on Digital Projects should be provided to future meetings of Estates Committee.

Action: Vice-Principal, Chief Information Officer and Librarian to the University

13. Climate Change - Estate Net Zero Pathway Update

Estates Committee noted the update on activity related to the delivery of the Estates contribution to the University's Net Zero by 2040 target.

Estates Committee noted that four loan applications submitted to the Scottish Funding Council supporting the acceleration of energy strategy and net zero pathway programmes of work were successful. The total value of the applications submitted was noted.

14. Estates Committee Exception Group and Estates Tender Review Panel Approvals

A paper was presented to Estates Committee with details on any decisions taken by Estates Committee Exception Group (ECEG) since the last Estates Committee on 14 December 2023. The paper also presented a list of contract awards (greater than £250,000) over the period 1 December 2023 to 29 February 2024 that have been approved via the Estates Tender Review Panel (ETRP).

Estates Committee noted:

- ECEG had not considered any requests; and
- The contract awards approved by Estates Tender Review Panel over the period 1 December 2023 to 29 February 2024 as outlined in Appendix 1 of the report.

15. Knowledge Strategy Committee Report

Estates Committee noted the key points from the Knowledge Strategy Committee meeting held on 25 January 2024.

16. Development and Alumni Capital Project Update

A summary was provided to Estates Committee of the progress with fundraising approaches for current priority capital projects. The progress against stretching multi-year targets for gift income towards the University's capital plans, that were discussed and noted at the December 2016 Estates Committee.

Estates Committee noted the update.

17. Strategic Acquisitions Disposals Leases and Estate Management

Estates Committee was presented with an update on strategic acquisitions, disposals, leases and estate management issues.

Estates Committee noted the updates on Strategic Acquisitions and Disposals.

Estates Committee noted that since December 2023 Estates Committee: 1 desk licence, 2 Minutes of Variation of existing Licence to Occupy, 1 residential lease, 1 Assignment (transfer) of lease, 1 office lease and 1 Building Fixing Agreement had been approved under sub-delegation arrangements which were presented to Estates Committee for noting as detailed in Appendix1 of the report.

Estates Committee further noted the Estate Management issues detailed within the report.

18. Edinburgh College of Art – Lauriston Place Campus Redevelopment – Contract Award for Main Contractor

A paper was presented to Estates Committee on the outcome of the procurement exercise to appoint a main contractor for construction services for the Edinburgh College of Art Lauriston Campus Redevelopment – Phase 1 Project.

Estates Committee noted:

- The contract award would be delivered in two phases and this contract award related to Phase 1 for works to the Fire Station and Stables;
- The contract award would be signed in line with the University Delegated Authority Schedule; and
- The tender expiry date from Robertson Construction was 30 March 2024.

Estates Committee approved the award of the contract, for a main contractor, to deliver the ECA Lauriston Place Campus Redevelopment – Phase 1 to Robertson Construction, for the corrected and adjusted tender figure.

Action: Director of Estates

19. Date of next meeting

The next meeting of Estates Committee was noted as Wednesday 15 May 2024. It was noted that due to the volume of business expected for the next meeting of Estates Committee that the length of the meeting may require to be extended.