



## ESTATES MANAGEMENT COMMITTEE

### MINUTES

Wednesday 30 October 2013

*PRESENT:*

President and Provost (*Chair*)  
Professor Stephen Caddick  
Professor Richard Catlow  
Professor Mary Collins  
Professor Anthony Finkelstein  
Professor Mary Fulbrook  
Professor Dame Hazel Genn  
Mr Andrew Grainger  
Mr Phil Harding  
Professor Graham Hart  
Professor Alan Penn  
Professor Anthony Smith  
Mr Dave Smith  
Professor Alan Thompson  
Professor Jo Wolf

In attendance: Mr Jason Clarke (Secretary) and Ms Valerie Hogg.

Apologies for absence were received from Mr Rex Knight, Professor David Lomas, Professor David Price and Professor Sir John Tooke.

*Key to abbreviations*

EMC	Estates Management Committee
FC	Finance Committee
PRG	Project Review Group (formerly Estates Approval Committee)

***Preliminary Business***

#### 13 MINUTES OF THE MEETING HELD ON 18 SEPTEMBER 2013

***Confirmed:***

13.1 The Minutes of the meeting of EMC held on 18 September 2013 [*EMC Mins. 1-12, 18.9.13*].

## 14 MATTERS ARISING FROM THE MINUTES

### 14A Finance Committee approval of recommendations from EMC

**Noted:**

14A.1 At its meeting on 5 June 2013, EMC had approved a proposal for the refurbishment of the Wolfson Teaching Laboratories in the School of Pharmacy, which was subsequently referred to, and approved by, FC at its meeting on 23 September 2013.

### 14B Scoping exercise for the new 'estates prioritisation group' [EMC Min.1, 18.9.13]

**Noted:**

14B.1 At its last meeting, EMC had noted that the Provost had invited the Vice-Provost (Operations) to chair a scoping group to develop proposals for the composition and *modus operandi* of a new 'estates prioritisation group'. Membership of the scoping group had been agreed<sup>1</sup> and arrangements for its first two meetings had been made. A progress report would be made to EMC at its next meeting.

**[ACTION: Rex Knight – to note]**

<b>Matters for Discussion</b>
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## 15 DIRECTOR'S REPORT

**Received:**

15.1 The above report at EMC 2-11 (13-14), presented by the Director of Estates.

**Reported:**

15.2 In his report, the Director updated EMC on progress in relation to, *inter alia*, planning for the New Student Centre, the Queens Square House project, and the review of the UCL Masterplan.

**Discussion:**

15.3 During EMC's discussion of the Director's report, the following points, *inter alia*, were noted:

- It was noted that, following the completion of the review of the Masterplan, it was intended to publish the revised document in a more manageable format, with the overarching principles and strategies set out in separate annexes. This approach was supported by EMC which also suggested that the document should include a forward annual schedule of projects to be undertaken in accordance with the revised plan.
- Several members of EMC observed that, as a result of increasing student numbers, some faculties are currently paying for external space for teaching and having to organise such arrangements locally. The Director of Estates noted that it was

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<sup>1</sup> The members are Professor Steve Caddick, Professor Mary Fulbrook, Mr Andrew Grainger, Mr Phil Harding, Mr Rex Knight (Chair), Professor Alan Penn, Professor David Price, Professor Anthony Smith and Professor Alan Thompson.

intended that new arrangements for the central management of externally-provided teaching space would be put in place for the start of the 2014-15 session.

- The Provost noted the importance of the above issue and that he would be looking to the members of EMC to work collectively in developing and implementing an integrated planning process, which would take into account factors including student and staff numbers and estates planning; this process would also need to take account of possible future developments in curricula design and delivery. However, developing such an integrated planning process would not obviate the need to put in place immediately some remedial measures to address UCL's current and short term problems in relation to the provision of teaching space.
- EMC noted that the Director's wever,

## 17 REFURBISHMENT OF THE KATHLEEN LONSDALE BUILDING

**Received:**

- 17.1 The above proposal, as set out at EMC 2-13 (13-14).

**Reported:**

- 17.2 The proposal would see: (i) the complete refurbishment of the Kathleen Lonsdale Building and the provision of state-of-the-art facilities for the Faculty of Mathematical and Physical Sciences; (ii) enhancements to the student and staff experience with the creation of specialist teaching facilities and a learning hub; (iii) the opportunity to co-locate Department of Earth Sciences from its current four separate buildings; and (iv) the opportunity to address issues relating to poor environmental performance.

**RESOLVED – for recommendation to Finance Committee:**

- 17.3 That EMC approve the proposal at EMC 2-13 (13-14).

**[ACTION: Dave Smith, Nick McGhee – to note]**

## 18 WATES HOUSE

**Received:**

- 18.1 The above proposal, as set out at EMC 2-14 (13-14).

**Reported:**

- 18.2 This project would see the total refurbishment and extension of Wates House, thereby improving the student and staff experience by rectifying the historic space deficit and remedying the many faults with the building services and design, and enabling the co-location of the Bartlett School of Architecture.

**RESOLVED – for recommendation to Finance Committee:**

- 18.3 That EMC approve the proposal at EMC 2-14 (13-14).

**[ACTION: Dave Smith, Nick McGhee – to note]**

## 19 CONTRACTOR MANAGEMENT HEALTH AND SAFETY

**Received:**

- 19.1 The above report at EMC 2-15 (13-14).

**RESOLVED:**

- 19.2 That EMC approve the proposal at EMC 2-15 (13-14).

**[ACTION: Andrew Grainger – to note]**

<b><i>Matters for Information</i></b>
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**20 CONSTRUCTION LOGISTICS**

***Noted:***

20.1 The above report at EMC 2-16 (13-14).