

**GOLDSMITHS**  
**University of London**  
**COUNCIL**  
**ESTATES COMMITTEE**

**Minutes of the meeting held on 16 February 2012**

- Present:** Mr James Grierson (in the Chair), Mr Michael Dick, Mr Hugh Jones, Mr Dick Melly, Professor Beverley Skeggs, Mr Samson Osun.
- In attendance:** Director of Finance, Head of Capital Projects, Head of Residences, Catering and Conference Services, Chief Executive of the Students' Union, Energy and Environment Manager, Director of Development and Alumni Office, Patsy Carter (Secretary).
- Apologies:** Professor Natalie Fenton, Dr Richard Noble, Ms Linda Stacey, Mr Richard Groves
- Observers:** Mr Andrew Lantry, Mr Danny O'Sullivan, Miss Rosemary Harrison in attendance for item 4.

**OPEN BUSINESS**

**1 NEW COMMITTEE MEMBERS**

The Chair welcomed the following members to the Committee, Mr Dick Melly and Professor Beverley Skeggs

**2 MINUTES**

**Noted:**

that the Minutes of the meeting held 3 November 2011 be approved subject to the following amendments;

- (i) Item 9, (v), that a £100,000.00 pledge was expected next year from a Goldsmiths graduate to be used for the Laurie Grove Baths Gallery Project;
- (ii) that a donation of £25,000 had been received from the Goldsmiths Company.

### **3 MATTERS ARISING FROM THE MINUTES**

#### **Noted:**

- (i) that fundraising for the Laurie Grove Baths Gallery continued with a series of meetings with leading commercial galleries led by Professor Richard Noble and Dr Andrew Renton and the Outset Contemporary Art Fund and an update would be given at the next meeting of the Committee;
- (ii) that the Director of Estates & Facilities and the Head of RCCS had met with UNITE to further explore the options for a new Student Residences located at Goodwood Road in Lewisham. It was noted that a nominations lease arrangement based on either one or three years were viewed by the Committee as low risk options, in particular, the three year option with first refusal thereafter, as this would allow the college to assess future need based on demand. Under the nominations lease arrangement, operational costs, including maintenance costs would be met by the lease provider. Further meetings would be held with UNITE and the Committee asked that an updated report be given at the next meeting of the Committee;
- (iii) the Director of Estates & Facilities had held a meeting with the Director of Finance to discuss further development of the Project Management Methodology Matrix in particular the operational financial threshold and a more detailed matrix would be presented and discussed at the next meeting of the Committee;
- (iv) that the annual business of the Committee should be circulated for the remainder of the current Committee year and that going forward the annual business should be circulated for the autumn term meeting.

### **4 PROPOSED AMENDMENTS TO THE TERMS OF REFERENCE AND COMPOSITION OF COUNCIL COMMITTEE WITH EFFECT FROM 1 SEPTEMBER 2012.**

#### **Received:**

Proposed amendments to terms of reference and composition of Council Committee with effect from 1 September 2012 (12-33).

#### **Recommended:**

that amendments to the terms of reference of the Committee be approved as set out in Appendix A to paper 12-33.

The Committee noted in discussion that the agreement of the capital programme, to which the amendment related, was a complex process, and that while the proposed new term was designed to avoid impractical multiple iterations between committees, realisation of this in practice required careful planning of the flow of business by the officers of the relevant bodies.

## **5 CAPITAL PROJECTS: PROGRESS REPORT 2011-12**

The Head of Capital Projects reported on the projects that had been completed in the last quarter, the projects that are under construction, the projects that were at tender stage and the projects that were at the initial design stage (12-34).

The following projects were noted as completed during the last quarter;

- (i) Lockwood Building: new studio and replacement of windows to courtyard;
- (ii) Richard Hoggart Building Teaching Rooms: refurbishment of RHB 140;
- (iii) 302-314 New Cross Road drainage survey;
- (iv) Whitehead Building 221 refurbishment;
- (v) Refurbishment of RHB Corridors – west corridor ground floor.

A request was made for wider communication about new and ongoing projects within the Richard Hoggart Building. The Committee thanked the Capital Projects Team for the work that they had carried out.

### **Received:**

Capital Projects Budget and Expenditure report from the Head of Capital Projects 12-34).

### **Noted:**

- (i) that the outturn expenditure for the 11-12 year would be finalised by the end of the summer term and would be reported to the autumn term meeting of the Committee.

## **6 FACILITIES SERVICE UPDATE – CAMPUS WIDE SECURITY**

### **Received:**

the campus incident report 2008 to present (Tabled paper, number to be confirmed)

The Committee were invited to review the security incident statistics and in discussion noted, that there had been a small increase in security incidents, namely thefts, a few of which could be put down to a repeat offender. It was also noted that, based on the statistics there had been an increase in thefts for 2011 and the Committee questioned what the external factors could have been at that time, and in correlation to, what were we doing at the lower points in the statistics, what were the factors that made this lower.

### **Noted:**

- (i) that according to police records, this was consistent with the trend of increased crime nationally;
- (i) that although the crime figures remained comparatively low, a review of the security arrangements were underway to assess how this could be improved, and to focus on particular areas of security;
- (ii) that the statistics should be circulated as a standing item for discussion to the value for money sub-committee;
- (iii) there was no marked increase following the implementation of the soft services review in September 2011.

## **7 REPORT OF TIMETABLING & SPACE MANAGEMENT ACTIVITIES**

### **Received:**

a progress report on the development of timetabling and systems development activities (12-35)

The Committee noted that the Estates & Facilities and ITS Department were progressing the development of Syllabus Plus system and that delays had been caused by the lack of resources available within ITS. Implementation of the system developments formed part of the Goldsmiths 2015 simplification programme of projects. Progress reports and issues with regard to implementation issues were being escalated to Goldsmiths 2015.

## **8 ENVIRONMENT AND SUSTAINABILITY SUB-COMMITTEE**

### **Received:**

update of the Energy and Environmental activities (12-36)

The Committee were asked to note the progress with regard to the ITT for the supplier of the pellets to be used in the NAB Biomass Boiler. The Committee noted in discussion that in choosing between suppliers, value for money should be paramount.

## **9 ANY OTHER BUSINESS**

### **Noted:**

- (i) that the location for the Geoffrey Crossick portrait was being discussed and a possible location would be the New Academic Building;
- (ii) that the external signage around the campus should be kept free of graffiti and incidents of graffiti should be removed as soon as possible.

## **10 END OF TERM COMMITTEE MEMBERS**

The Chair thanked Hugh Jones (Registrar and Secretary) for his contribution to the work of the Committee.

## **11 ESTATES COMMITTEE DATES 2012**

The Committee were invited to note the meetings of the Estates Committee in 2012 will be held at the following dates and times in Room 110, Deptford Town Hall building:

Tuesday, 22 May 2012, 14:00

Thursday, 12 July 2012, 14:00

PC

March 2012