LENT MEETING OF THE ESTATES COMMITTEE

MINUTES

2:00pm Wednesday 5 February 2020

Latimer Room, Old Court, Clare College

Present: Professor Phil Allmendinger (Chair); Dr Tamara Follini (Chair of the Conservation Committee, ex officio); Miss Deborah Hoy (Estates Director); Ms Ada Lee (MCR Representative); Mr Jason Randall (IT Manager); Ms Eloise Trimingham (UCS Representative); and Mr Paul Warren (Bursar).

In Attendance: Dr Jo Costin (Secretary); and Miss Emma Easterbrook (Assistant Bursar).

1. **Apologies**

Professor Howard Griffiths (Chair of the Gardens Committee); Dr Phil Faulkner; Mr Brenan Morgan

2. **Declarations of Interest**

There were no declarations of interest.

3. Minutes of 30 October 2019

The minutes of 30 October 2019 were approved.

4. Matters Arising

a. *Item 5:* Parking Policy

The Parking Policy was approved at Council. The Head Porter is able to implement from April by issuing parking permits. If a gate is considered in future, then the consultation process will be followed.

5. **Old Court**

- a. Progress Phase 1a
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Initial investment appraisals have been carried out, but they do not give a quick pay back due to the ten unit restriction on the larger north site, which would be an underdevelopment. A development of over ten houses would require putting in some form of social housing. Feedback from the NHS suggested the possibility of using the site for key worker housing, which may remove the need for social housing, but this has not been confirmed.

A further review is ongoing, including the possibility of selling the northern site and using the money to develop the southern site with twenty student units and five one bedroom flats which could be rented to the NHS or used for market rental. Having only twenty student units would be an underdevelopment of the site. The architect has been approached to look at this option. At present there is low student demand for the site, with rooms often let to students from other Colleges.

The northern site would have a low investment return if eight to ten small houses were built, but could be sold to fund the scheme with potential to reinvest some of that money elsewhere.

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9. Sportsground Waste Water

The Committee previously agreed to investigate a connection to the mains drainage. However, the costs received (£142,000 + VAT) mean that the College is unlikely to get payback. A solution involving a septic tank will be below the amount requested for the mains connection. This means that the College will have to continue tankering out the waste, but the high capital cost for mains drainage means the mains drainage is uneconomic.

The sportsground is used by Cambridge United although most Colleges share with other Colleges, Clare effectively shares with Cambridge United. Developing nk, and the

for sites to see what the feedback is.

10. Carbon Reduction at Clare

Professor Phil Allmendinger has been speaking with fellows and students over the past three months in regard to setting up a Carbon Reduction Committee. The MCR and UCS support this initiative. The woking group would need approval from

while commendable and leading, currently tend to be piecemeal, with many of the simpler actions already completed. The aim would be to create a strategy to reduce carbon emissions. The strategy would be driven by data, to identify the most effective areas for prioritisation. The Bursar is in discussion with the Finance Committee about green investments, and the Estates Director and Assistant Bursar have recently attended University-wide meetings on carbon

exercises. However, embedded carbon was investigated when St Regis was designed, and the specification of some parts changed as a result of these investigations. The technology is becoming more affordable and more well known. Travel was identified as a big issue for the College, particularly travel for interviews. The working group needs involvement from all parts of the College to achieve success.

11. Maintenance Strategy (Draft)

The Maintenance Strategy was previously circulated. No comments were noted.

12. Bids for Special Capital Expenditure 2020-21

All of the proposals for Special Capital Expenditure 2020-21 were important. The list of projects came in approximately £18,000 over budget, so some items were removed or placed in other budgets. With the exception of the F Photocopiers, which will be leased rather than rented, these are on the list of projects circulated, but with a zero budget.

The Six Year Programme will be presented at the next Estates Committee. A number of projects were pushed back for a further year.

Papers for each bid are available on Moodle. The bids were:

1. St Andrews and St Giles

3. Forbes Mellon M&E – works identified on the condition survey, to be done by the in house team.

The Conservation Committee and other interested fellows have been working on a proposal for the Fellows' Library. This was to install heating mats and to do other works (largely decorative) to improve the functionality of the space. The Conservation Committee agreed that bearing in mind the current financial situation of the College and the fact that the Fellows' Library was out of use until 2022, the bid would wait until the following year.

The Estates Committee approved the recommended projects.

13. Update on Special Expenditure

Distribution: Professor Phil Allmendinger (Chair); Professor Andrew Balmford (Chair of the Environment Committee, ex officio); Dr Jo Costin (Secretary); Miss Emma Easterbrook (Assistant Bursar); Dr Nick Evans; Dr Phil Faulkner; Dr Tamara Follini (Chair of the Conservation Committee, ex officio); Professor Howard Griffiths (Chair of the Gardens Committee, ex officio); Miss Deborah Hoy (Estates Director);