

**LENT MEETING OF THE ESTATES COMMITTEE
AGENDA**

**2:00pm Wednesday 24 February 2021
Virtual Meeting on Teams**

Present: Professor Phil Allmendinger (Chair); Dr Tamara Follini (Chair of the Conservation Committee, ex officio); Dr Andrew Friend; Mr Adam Hardy (UCS Representative); Professor Wendy Pullan; Dr Jacqueline Tasioulas (Senior Tutor); Mr Paul Warren (Bursar); and Mr Will Wood (MCR President).

In Attendance: Dr Jo Costin (Secretary); Miss Emma Easterbrook (Assistant Bursar); Ms Deborah Hoy (Estates Director); Mr Jason Randall (IT Manager);

1. **Apologies**

Professor Howard Griffiths (Chair of the Gardens Committee, ex officio); Mr Brenan Morgan (Head Porter); and Mr Daniel Parle (MCR Representative).

2. **Declarations of Interest**

There were no declarations of interest.

3. **Minutes of the Last Meeting**

Note that the last meeting was conducted via circulation, and therefore there are no minutes for Oct 2020.

4. **Matters Arising**

Matters arising covered within items below.

5. **Matters from the MCR / UCS**

a. ***Clare Community***

Living in College accommodation was an important part of making graduate students part of the community.

Will Wood has sent out a survey to the MCR, but has had only limited responses. The list to date to be sent to the Estates Director for investigation. Without this information it was not possible to take any action. It was agreed that the best forum for these issues going forwards was the Accommodation Subcommittee, which would refer the minutes to Estates Committee.

The Buildings Department looked into all open tickets, and found no outstanding issues.

d.

St Regis

Members of the MCR were fully involved in the design of t

b. ***Progress Phase 1b***

Unknown Items: The project has encountered a number of unknown items in the last few weeks following a good start on site. This includes previously unknown asbestos, and an 18th Century culvert running to the river, full of water, and with a number of interesting archaeological finds. These are historically valuable, but they are not thought to have a high monetary value.

Extension of Time: There is currently a delay of up to 12 weeks. This means not completing the kitchen and Great Hall in early June, with knock on effects on the temporary catering facilities. There is time to get the programme back on track, and the contractor is working hard to reprogramme to reduce delay. The site area is not large enough to easily mitigate delays caused by asbestos / archaeology / etc.

within the strategy. However, there would still be some issues with flues to overcome.

- d. **UCS / MCR:** The students were asked to carry out a survey of opinions, as redirecting £4 million to the sustainable heating / hot water solution would mean not carrying out a significant number of improvement and refurbishment works elsewhere. There was support for it as a green initiative, however it was not possible to fund both this and the items proposed in the 5 year plan.

10. **Sportsground, Cambridge United**

This item is for note only.

The Assistant Bursar circulated eight papers to the Estates Committee including a general review of the Sportsground and its usage. Briefly, the Standing Committee has agreed not unanimously to allow Cambridge United to apply for planning permission to replace their current second-hand Portakabins at the Sportsground with a new build at their own cost. However, Cambridge United understand that the College is under no obligation to permit the build even if planning permission is granted.

The background is that Cambridge United have been a tenant at the Sportsground since 2007. They would like to continue being nBT/8ed to a(ξ

students outside this year, and they were previously let to other Colleges (specifically 120 and 190 Chesterton Road).

- c. **Financial Case:** It was expected to take around a year to sell the external houses. The two houses from donations were always intended to be sold 95 Hemingford Way was delayed owing to covid, but is now under offer.

12. **AccessAble Audit and App**

This has been recommended by the General Purchasing Sub Committee to all Colleges, and taken up by the University and Disability Resource Centre. The College does not have an up to date access survey, and this company also provide an app. The app allows potential students, members of College, and conference guests to understand how they would navigate to a particular room and what obstacles they would encounter, going into specific details (e.g. whether a shelf in a disabled toilet is on the left or right). This will enable greater transparency, and can feed into the annual programme of works.

Clare was initially banded with Trinity and St Johns, but the Estates Director has requested a lower banding as Old Court cannot currently be surveyed. The initial survey will be carried out in Memorial Court and the Colony and the routes to and from those areas.

The Estates Committee supported this proposal.

13. **5 Year Programme**

- a.

15. **Update on Special Expenditure 2020-21**

a. **Budget:** The projects for 2020-21 were budgeted at £700,000 in total, with £600,000 on eight projects and £100,000 for emergency works. The overall programme has been much smaller than in previous years.

b. **Summary of Work:**

Much of the work has been disrupted by Covid.

St Andrews Boilers: Retendered in January, now in a position to place the order, with works to be carried out in the summer. The money will be committed in this financial year, but spent in the net financial year.

Internal Decorations: An additional room was done, leading to a slight

Comments

Ethelreda	Bathroom/Kitchen upgrades /window secondary glazing	£15,000	21/22 will allow completion of upgrading of bathrooms, kitchens and provisions of secondary glazing
Ethelreda	Air Source Heat pumps	£30,000	Push towards Carbon zero, initially start with a small building
St Andrews and St Giles Boiler	Essential Upgrade of the Gas Meter	£30,000	Postponed from 20/21 due to increased costs after lockdown 1 is linked to the boiler replacement projects
Breaside	Refurbishment and Roof extension	£60,000	Potential to achieve additional rooms and ensuite, to improve insulation and look at carbon zero heating
Castle House	Relay paving	£25,000	Coursing H&S issues was raised a few years ago, and minimal works carried out but raised again in sept 20 as H&S issue
Castle Street	Damp problems Bedrooms	£5,000	Room 1, previously treated in 2016
12a Castle Street	Upgrade electrics	£10,000	From 2016 condition survey
12a Castle Street	Refurbish Heating, ventilation, and bathrooms	£20,000	From 2016 condition survey
69 Alpha Rd	Air Source Heat pumps	£20,000	Small property to move to Carbon Zce to m p#b69 Alph 687.119 6U 4668 (S)-4.4 d8 (t)-3.3 (l)-5.2 (l)-55.76 -0k 466 (d)JITm(R)-3008
67 Chesterton Rd	Investigate Cracking		In Buildings Budget
67 Chesterton Rd	External paving handrail		In Buildings Budget
Clare Court Phase 2	External decorations and repairs	£11,000	Last decorated on completion in 2013
Thirkill Court	Internal decorations (completes Priority 1&2 rooms)	£14,314	In-House survey of rooms in 19 identified decoration in 3 priority groups this is the last phase of Priority 1&2
Memorial Court	Install electric charging point ()	£5,000	to encourage electric car use by Staff and Fellows
Ashby and Memorial Courts	Boiler replace either £250k or spread over five years	£605,000	Timing is difficult and decision if central boiler plant (additional funding To £1.8m)
Lerner Court			

