

**UNIVERSITY OF CAMBRIDGE COMPUTER LABORATORY
BUILDINGS AND ENVIRONMENT COMMITTEE**

Minutes from the 1st meeting of the Computer Laboratory Buildings and Environment
Committee held on Thursday 30 March 2017 at 14:00 in Room SW00

Present: Professor Ian Leslie (Chairman) (IML)
Dr Pieter Brooks (PB)
Mr Ian Burton-Palmer (IBP)
Ms Claire Chapman (Secretary) (CLC)
Mr Brian Jones (BDJ)
Mr Martin McDonnell (MJM)
Mrs Caroline Stewart (CS)
Dr Graham Titmus (GT)

1. Apologies for Absence

None.

2. Minutes of the Previous Meeting

None.

3. Committee Remit

Members agreed that the Committee Remit previously circulated accurately reflected the functions of the new Committee.

4. Reducing Energy Consumption

IML gave details of the EM scheme to devolve electricity consumption costs to Departments and the Computer Laboratory will be the first Department to pilot the scheme, as electricity consumption for each part of the building is extensively metered. The proposal is that EM would provide the Department with an annual budget based on a baseline of electricity consumption during 2014/15 and 2015/16. Gas usage will not be included but our gas usage is minimal. It was also noted that the café appliances are on a separate meter and will not be included.

It was noted that the main energy consumption in the CL is, in approximately equal amounts, from:

- Lighting
- Building operations
- Machine rooms
- Plugs and sockets

IML suggested we should set up a charge code so we can measure the impact of having electricity devolved to the Department. There was discussion on ways we could reduce our energy consumption and it was agreed one important thing was to start migrating SE18 as soon as possible. GT will place an order for racks in GN09.

Action: GT

IML and BDJ are currently investigating how to reduce the energy consumption of the corridor lights and will report back at the next meeting.

Action: IML/BDJ

It was questioned if a solution can be found to stop the alcove light sensors activating when people walk past. MJM will investigate this.

Action: MJM

IBP reported that the majority of the atrium lights have been replaced with LEDs and the emergency lights in the toilets are currently being replaced. IML asked IBP to cease replacing the lights in the atrium and the corridors until further notice as he proposes to replace the drivers to reduce power consumption. IML agreed that we could continue with the missing GN corridor lights, and it was also noted that the holes where lights had been removed should be filled.

The Chairman asked if all desk top machines running Windows and Linux are now switched off daily and if they have the mechanism to do so? PB said that there are scripts to ensure that they automatically power down and thought there were around 6 known Windows machines which are not switching off, which is under investigation, and several dozen Linux users have taken steps to stop their machines shutting down automatically. It was agreed that we should have another campaign to get all machines turned off over night.

It was reported that we currently use 2 racks in the West Cambridge Data Centre and we will need to pay for this usage. IML asked for a report on how much unused equipment is currently in SE18. GT will provide a report for the next meeting.

Action: GT

5. **How to Achieve Better Passive Cooling**

It was agreed that we should turn off all but one of the air conditioning units in SE18 during the working week.

Action: IBP

It was agreed that when we decommission the air conditioning units in SE18 we should look to decommission the other air conditioning units in the building. This will require crane hire at an approximate cost of £2,000 for the day. IBP agreed to obtain quotes for crane hire.

Action: IBP

IML asked for an update on getting the vents in the atrium repaired. IBP reported that EM have contacted BBC (Fire Protection) who will service them and replace the 3 broken modules and the batteries but this seemed to be taking some time for BBC Fire to action. MJM added that they are a H&S hazard due to bits falling off, and so are currently completely disabled. It was agreed that we should investigate an up-to-date alternative. IBP reported that he was quoted £80k to replace all 16 vents about 10 years ago. It was agreed we should seek a quote to replace just 4 vents as it was felt this would be adequate to vent the Atrium. MJM will also consult the University's Fire Officer for advice as to whether this is acceptable from a fire safety point of view, whether the remaining 12 vents would be sufficient for Fire requirements, or whether the 4 would need to be linked to the Fire Alarm system. IML asked that a meeting be setup with the Fire Officer regarding venting the stairwells and balconies.

Action: MJM

IML reported that the air in SW00 often seems stale. Discussion took place on the option of installing a window instead of the vents but the design of the room made this a difficult option. A solution would be to consider merging the room with the SN01 alcove. MJM agreed to undertake a fire risk assessment of this proposal and to report back at the next meeting.

Action: MJM

6. **Building Matters**

The Chairman and HoD had met with members from the Engineering Department to discuss the expansion of the WGB, along with Engineering's wider plans to expand the Whittle and move the rest of the Department to West Cambridge. There were some issues as the space the CL would like to expand into clashed with Engineering's plans. The Heads of both Departments have agreed that we should investigate how we might initially build shared facilities, with a view to the CL expanding into the space in due course. This may not take place for another 5 years.

IBP reported that the wooden stairwell slats and landings will be refurbished over the summer this year. The two stairwells will be done separately to avoid closing more than one at a time.

CS advised that Adrian Wonfor had agreed that Photonics will vacate Room SE01 by 31 March 2017.

It was agreed that we should make two ventilation holes in the SE17. This will be actioned when doing the SE18 refurbishment.

Action: IBP and BDJ

7. **AV Matters**

BDJ reported on the AV for lecture theatres and meeting rooms.

The last update to the projectors was completed in early 2016. The new projectors are brighter than the previous ones and the audio quality has been improved. Student feedback has been positive.

Sound reinforcement in the Intel Lab has been added, with positive results.

UIS are looking into digital signage and a report will be given on their progress at the next meeting.

Difficulties have been encountered by the use of two different projector standards (VGA and HDMI) which tends to confuse users. The large number of different connectors and dongles are hard to keep up-to-date and the Apple Mac dongles have increased in price making it expensive. The plan is to gradually make all projectors HDMI but BDJ will also contact the Rainbow group to find out about their experience with using a Wi-Fi connected projector.

Action: BDJ

The projectors in LT1 generate 500W when switched on and this heat needs to be dissipated. It was agreed that a good solution would be to vent this heat outside the building and fit a temperature control fan on the back wall. Permission from EM will be needed to do this. IBP agreed to contact Andrew Curley and MJM will consider any fire safety issues.

Action: IBP and MJM

The AV for the Social Tea is working well but it was reported that people still have difficulty hearing and this makes the area unusable for more formal events. It was suggested that curtains would improve acoustics and that this could be tested quite easily with some reasonably priced fabric hung on the clear walls. MJM agreed to trial test a wall first using a double layer of fabric over a bar.

GT also agreed to investigate wall tiles designed to improve acoustics and would report back at the next meeting.

Action: MJM and GT

8. Any Other Business

The Chairman agreed that these minutes should be sent to Faculty Board.

Action: CLC

It was also agreed that the door in SW00 should be changed to open outwards rather than inwards.

Action: IBP and MJM

9. Date of the next meeting

The next meeting of the Committee will be held in May and CLC will circulate a Doodle Poll.