

**UNIVERSITY OF CAMBRIDGE BUILDINGS AND ENVIRONMENT  
COMMITTEE**

The 10th meeting of the Computer Laboratory Buildings and Environment Committee will be held on Tuesday 30 April 2019 at 14:00 in Room SW00

Committee Members:     Dr Pieter Brooks  
                              Mr Ian Burton-Palmer  
                              Mr Brian Jones  
                              Professor Ian Leslie  
                              Professor Simon Moore (Chair)  
                              Mr Martin McDonnell  
                              Mrs Caroline Stewart  
                              Dr Graham Titmus

**1. Apologies for Absence**

**2. Minutes of the Previous Meeting**

The minutes from the meeting held on 13 December 2018 are attached (2019-05-02).

**3. Matters Arising**

Matters arising from the previous minutes are included in the Agenda below.

**4. Reducing Energy Consumption**

**a) Crane to remove the air conditioning equipment in SE18**

Job completed 12/01/19.

**b) Type and design of a new Chiller**

Report on progress of the project. (IBP &GT)

**5. Passive Cooling**

No items for discussion.

**6. Building Matters**

**a)** SE18 remedial works. Now complete.

**b)** Internal/Atrium window installation in SW02.

SWM to report on discussion with Lise Gough in December 2018. (SWM)

**c)** Fixing current lighting in SW02.

Action BDJ to send the specs of a light fitting from the manufacturer to SWM, PB, IBP and IML for discussion and approval (to report under f.iii below).

**d)** Fitting mains extensions from the projection booth to power cameras

Action IBP to obtain quotes to refit both lecture theatres with electrical sockets and data outlets. (IBP to provide update).

**e)** Report on kitchenette refurbishments. (IBP)

**f) Lighting Update**

i. Atrium Lighting Update (IBP)

ii. Update on EM replacing the bulbs in LT1 and LT2 (IBP)

iii. SW02 Lighting Update (IBP & BDJ)

- iv. Update on replacing the control panel in the Lecture Theatres (BDJ)
  - v. Trialling LED lighting in the SN corridor. (CS to update on action)
  - vi. GN Corridor Lighting Funds (IBP)
- g) Employing cleaners directly rather than having a cleaning contract**
- i. Update on how the change to the current cleaning contract with CleanTec to daytime cleaners has gone (IBP)
  - ii. Considerations for the future cleaning contract (IBP & CS to brief)
- h) Green Impact Suggestion**  
Action to provide hot Cups in each kitchenette on all floors. (IBP)
- i) Intel Lab Ceiling (bowing panel)**  
Update on measurements. (IBP)
- j) Vent Leak on 2<sup>nd</sup> Floor**  
Action on MJM to chase BBC Fire in early January 2019. (MJM)
- k) Refurbishing of SC30 Print Room to a Store Room**  
Now complete.
- l) Fire Strategy for the Building**  
Update on fire strategy for the building. (MJM)
- m) Office Recycling**
- i. Update on installing a bin service station at each of the 8 corridor crossroads and to do a trial run in the GC kitchenette, first floor common room and the SC kitchen. (IBP)
  - ii. Action to find out how Mick George separates their waste streams and to suggest signage for waste streams. (IBP to update)
- n) Solar Panels (PV's) for the roof**  
Report from the Energy Team on the availability of funding to fit solar panels. (IBP)  
CS to report feedback from HoD.
- o) Roof Vents**  
As reported: repairs to take place on week beg 29 April. (IBP)
- p) Verex Security System**  
Following concerns re longevity of the system. IBP to get an update from EM on the planned time frame for changing the University access cards. (IBP)
- q) Meeting Rooms**  
Refit of GS15 the same spec as GC22. (BDJ)
- r) Microwaves**  
A request from the Graduate Student Forum is to have a second microwave installed in the first floor kitchen due to lengthy queues. (CS)
- s) Hanging Posters and Pictures in Corridors**  
The committee has been received a request to discuss the following proposal:
- To adopt a different system for mounting posters and photos on walls for future new installations and to discontinue the use of wall screws and wooden picture rails and instead use a ceiling-rail + perlon-cord system;

Alternatives include:-

i. STAS mini rail <https://www.hangingsystems.com/picture-hanging-systems/stas-minirail.html/>

(this one uses a "cobra" metal top that can be inserted directly anywhere)

ii) Newly R10 <https://www.perfecthangingsystems.co.uk/picture-hanging-rails/mini-rail/>

(this one hides the metal top of the cord, but may require to slide it in from the side)

Preferably standardize on one such system, e.g. check what others in the University use. (The metal tops on cords and the rails must be compatible!) With a ceiling-rail + perlon-cord system, the locations of the hanging hooks can very easily be adjusted in two dimensions, so they are far more flexible and make it unnecessary to "nail down" poster locations forever.

**7. AV Matters**

**8. Any Other Business**

**9. Date of next meeting**

The next meeting of the Committee will be arranged by Doodle Poll.