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**The 24<sup>th</sup> Meeting of the Department of Computer Science and Technology  
Buildings and Environment Committee**

**Tuesday, 20 June 2023, 10.30  
Room FW11, William Gates Building**

## **AGENDA**

### **Committee members**

Prof Richard Mortier, Chair (RMM)  
Dr Piete Brooks (PB)  
Celia Burns, Secretary (CB)  
Thomas Bytheway (TB)  
Dr Andrew Caines (APC)  
Ali Digby (AJD)

Martin McDonnell (MJM)  
Daniel Porter (DRP)  
Luis A. Saavedra del Toro (LAS)  
Malcolm Scott (MAS)  
Caroline Stewart (CS)

### **1. Apologies for Absence**

Apologies have been received from Malcolm Scott.

### **2. Minutes**

The minutes of the meeting held on 24 April 2023 are attached for approval.

### **3. Matters Arising**

### **4. Reducing Energy Consumption ★**

**(a) Monitoring energy consumption:** AJD has access to Honeywell and is looking into getting access to Trend restored.

### **5. Building Occupancy**

RMM was going to speak to the Head of Department to find out what building occupancy data should be collected and for what purpose. RMM to report

### **6. Building Matters**

#### **a) Department Café**

The Research Staff Forum have requested that this item is discussed. APC to report.

#### **b) Lighting**

##### **i) LED whole-building upgrade**

Thorlux are expected to submit a design to Environment and Energy soon. AJD to report.

**c) Fire strategy for the William Gates building ★**

Following a meeting with the new Deputy Fire and Safety Manager, many of the outstanding issues are now moving forward.

**d) Verex security system**

DRP, MAS, and AJD are looking into options for the replacement of the Verex security system, which is currently working but running on old software and at significant risk of failure. DRP to report.

**e) Building management system (cooling and heating)**

i) **Heating problems ★:** The heating issues are long term, with the building not capable of producing a comfortable working environment for some areas even when it is working as optimally as it can. A solution will require a big infrastructure change.

ii) **Ventilation:** AJD was going to follow up with Equans about the ventilation problem in the SW corner of the building. AJD to report.

**f) Refit of the WGB Library ★**

With the roof vents and solar panel projects going on, the Library refit will not take place until Easter 2024.

**g) Cleaning service**

AJD is working on the process for a new contract from August 2023. AJD to report.

**h) Clearing of FN11 Machine Room ★**

MJM is going to drill out and smash the experimental CPUs and MAS is going to send a 'last chance' email to give people a final opportunity to claim any of the remaining items in the room.

**i) Downpipe Leaks**

The downpipe has been fully inspected and parts of it have been found to be rotting and unsealed. Several pinhole leaks have been quick-fixed, but bigger repairs will be required. AJD to report.

**j) Portable Appliance Testing (PAT) ★**

At the last meeting, the Committee had agreed that it would be useful to have PAT testing equipment in the department for ad hoc tests and, since the last PAT tests were carried out five years ago, full tests should be done again soon. In addition, it would be good to have someone qualified to do ad hoc tests, and it would be better to buy new testing equipment than to recalibrate the old equipment.

**k) Generator Provision for GN09 ★**

The new transfer switch had tripped occasionally when tested and MAS is looking into what might be done to mitigate this.

With regard to the issue of having a permanent generator, MAS is going to request more information about the potential to run a cable from the Roger Needham Building generator which is under-utilised but maintained.

**l) Improvements to the Ventilation and Extraction in SE17 ★**

TB has not had the opportunity to follow up on the suggestions he received relating to his proposal for a better ventilation system in the hardware lab.

**m) Visitor Car Park Barriers ★**

This project has stalled due to the uncertainty about what might happen to the visitor car park with the extension to the Whittle Building. AJD is going to find out about the status of the Whittle Building extension.

**7. AV Matters ★**

**a) Projectors in FW26**

The projectors and ceiling mounts have been received, and Mark Cresham plans to carry out the installation in the coming weeks.

**8. Electricity Devolution Project (EDP)**

**(a) Solar panels**

Cor-Energy have been awarded the contract to install solar panels and the works are planned for this summer. AJD to report.

**9. West Cambridge Site Committee ★**

Discussion at the last meeting about where to provide feedback about the Cambourne to Cambridge Busway had led to a question about the West Cambridge site committee, which had stopped meeting some time ago. RMM was going to raise this issue with the Head of Department with a view to finding a way for the site committee to be resurrected.

**10. Any Other Business**

**11. Date of Next Meeting**

The next meeting will be held in October, just before the beginning of Michaelmas term. A Doodle poll will be circulated.