



**The 16th Meeting of the Department of Computer Science and Technology
Buildings and Environment Committee**

**Meeting to be held remotely (via Teams)
at 2 p.m. on Thursday, 22 October 2020**

Agenda

Members:

Prof Simon Moore, Chair (SWM)
Dr Piete Brooks (PB)
Ms Celia Burns, Secretary (CB)
Mr Ian Burton-Palmer (IBP)
Dr Matthew Danish (MRD)

Mr Martin McDonnell (MJM)
Prof Richard Mortier (RMM)
Mrs Caroline Stewart (CS)
Mr Malcolm Scott (MAS)

1. Apologies for Absence

2. Minutes

The Minutes of the meeting held on 28 May 2020 are attached.

3. Matters Arising

None.

4. Committee Membership

Welcome to Malcolm Scott, IT Infrastructure Specialist. Malcolm is replacing Graham Titmus, who retired on 30 September 2020.

5. Coronavirus Situation

Update from CS on anything building-related.

6. PhD Representation on the Committee

The Graduate Student Forum has circulated a call for a PhD representative for this Committee, but no-one has put themselves forward yet.

7. Reducing Energy Consumption

a) Monitoring energy consumption

The feed from Trend for the data on electricity supply is broken. Graham Titmus, before his retirement on 30 September, reported that he had not heard anything back from the Head of Computing Services about how to get the system working again, and suspected that this had gone down the priority list. He was going to follow up when appropriate. Who will take this on now Graham Titmus has retired?

b) Works to refine the GN09 system

See item 8 (f) i), 'Building management system (cooling and heating), GN09 extra pumps' below.

8. Building Matters

a) Lighting

i) Atrium lighting

The Committee agreed at a previous meeting to wait until we are back in the building to decide on whether to revert to fluorescent lamps in The Street.

ii) Lighting in the LTs

A quote had been received for the lighting in LT1 and IBP was going to follow up regarding tying in these works with the emergency lighting in the Atrium and LTs (see the next item). IBP to report.

iii) Emergency lighting in the Atrium and LTs

A new contractor had been found for these works and IBP was going to follow up. IBP to report.

iv) Lighting in SW01

The Committee had agreed to go ahead with the proposal to change the lighting over to LED and IBP was going to progress these works. IBP to report.

b) Fire strategy for the William Gates building

i) Refurbishment of the doors to the courtyards

IBP was waiting to hear from EM about these works, which are probably on hold while EM focuses on essential works only. IBP to report.

c) Office recycling

The Committee had agreed to extend the recycling programme throughout the building and IBP was going to order the recycling bins as detailed in the proposal. IBP to report.

d) Verex security system

Graham Titmus had reported that the software updates for the system were still pending with Chubb and would not be carried out until normal building occupancy is resumed. He was going to follow up when appropriate. Committee members to discuss.

e) Microwaves

The works to fit tamper-proof push-button timers to each of the two microwaves in the FC kitchen as a trial had stalled since they were not classed as essential works during the coronavirus lockdown. IBP to report.

f) Building management system (cooling and heating)

i) GN09—extra pumps

In order to ensure a better flow of chilled water to GN09, an extra set of pumps was being installed to increase the pressure (due to be completed at the beginning of June 2020) and Gowing and Hunt were going to service the Rittal machines. IBP to report.

ii) Heating failure on the north and south sides of the building

Two new pumps had been installed in the north side and were awaiting wiring work to be done by an electrician. Additional pumps had been ordered for the south side, for which some flanges were also required. IBP to report.

g) FW03 and FN16 kitchen refits

IBP had agreed to get a price for refit works to the FW03 and FN16 kitchens and seek approval from the Committee by circulation. Tenders had been sent out by EM in March, and IBP was going to follow this up. IBP to report.

h) Refit of the WGB Library

The Committee's proposal to divide the Library space into three teaching/meeting rooms had been approved by Prof Beresford and Prof Copestake. A feasibility report had been requested in May, and IBP was going to follow this up. IBP to report.

i) Cleaning service

At the last meeting, IBP had reported that the cleaning company was willing to come in and do a pre-opening deep clean and provide a cleaning service when we were ready to open the building. IBP to report.

9. AV Matters

a) Projection booth in LT2

The Committee had agreed to put the proposed removal of the projection booth in LT2 on hold since the Lab has now secured the use of the lecture theatre in the Roger Needham Building. CS was going to inform the Head of Department about the Committee's decision. CS to report.

In order to take advantage of the space not being occupied and the efficiency of having several lighting works done at the same time, IBP was going to progress the LT2 lighting switchover to LED out of term time. IBP to report.

b) Projector in FW26

IBP was going to arrange for LED lighting to be installed in the ceiling of FW26, allowing room for the projector and for the front row of lighting to be turned off independently of the other lights, and to progress these works with the other lighting projects (lighting in the LTs and the emergency lighting in the Atrium and LTs). IBP to report.

10. Electricity Devolution Project

Committee members have been sent information about the Electricity Devolution Project for information. Do Committee members have any points to raise?

11. William Gates Cycle Parking Options

Committee members had not received an update on progress with the cycle parking project. MD had agreed to find out what was happening on the planning side. MD to report.

12. Any Other Business

13. Date of Next Meeting