



**The 36th Meeting of the Department of Computer Science and Technology
Buildings and Environment Committee**

**14.00 – 15.00, Thursday, 29 January 2026
Room GS15**

Agenda

Committee Membership:

Dr Ian Lewis, Chair	Diana Gauvrit
Sarah Bainsfair (Observer)	Dr Tobias Grosser
Dr Piete Brooks	Dr Markus Kuhn
Celia Burns, Secretary	Martin McDonnell
Thomas Bytheway	Daniel Porter
Professor Andrew Caines	Malcolm Scott
Jamie Cao	Caroline Stewart

1. Committee Membership

Welcome to Jamie Cao, our new Postgraduate Student Representative.

2. Conflicts of Interest

Committee members are asked to make any declarations of interest at the relevant agenda item.

3. Apologies for Absence

4. Approval of the Minutes

For approval: the [minutes](#) of the meeting held 16 October 2025.

5. Matters Arising

6. Reducing Energy Consumption

(a) LED upgrade: leftover funds *

Due to complaints about the new lighting, a survey had been commissioned, and Estates had paused any further work. Diana has reported that there has been no change.

(b) Recording energy use and solar panel contributions *

Markus and Diana are in the process of arranging access for Markus to energy usage.

7. Building Matters

a) Verex security system

Daniel was going to meet with Abraham Martin (UIS) to discuss next steps regarding the pilot. Daniel to report.

b) Building management system (BMS; cooling and heating)

- i) **Sludge in the system and the underfloor heating in The Street.** Ian was going to meet with Markus and Diana to discuss these issues. Ian to report.
- ii) **Heating issues and staff presence in the building.** Due to the very low temperatures in the building and the challenge in encouraging staff to work on-site, Andrew has requested that the information circulated in May 2024 regarding the heating system (attached) be posted on the [building management webpage](#). He has also asked for an update on any potential solutions to address the ongoing heating problems. Diana to report.

c) Re-fit of the WGB Library

Diana and Tobias were going to meet about this issue, and Ian was going to clarify what teaching has taken place in the library, or what might be planned for it. Diana and Ian to report.

d) Downpipe Leaks and Roof Repairs

Replacement of the roof is due to start in the spring with completion in July 2026, and patching of the holes in the roof membrane is underway. Diana to report.

e) Portable Appliance Testing (PAT)

Diana to report on the status of bulk PAT testing.

f) The Hardware Lab—Relocation of the Workshop

Thomas was going to revisit the proposals he had brought to an earlier meeting (see attached proposals document). Thomas to report.

g) Meeting Pods

Ian and Diana were going to review the data collected from the CO₂ sensors in the pods. Ian to report.

h) Use of the South Garden as a Quiet Place

Options considered by the Committee were opening the garden to the wider University community (which would involve meeting specific requirements and incurring associated costs), leaving the space as it is, and installing a gate on the east side to allow access solely for landscaping purposes. Ian was going to speak with the Head of Department to explore this matter further. Ian to report.

i) Chiller

Diana to report on the repair to the chiller.

j) Automatic Doors

Diana to report on the status of the installation of automatic door mechanisms to the central doors on each floor, the main door to the public toilet, and the door to the disabled toilet.

k) Lack of discussion space on the second floor

Diana to report on this issue.

l) Teaching wall surfaces

Diana to report on the status of the upgrade to teaching wall surfaces.

m) Office temperatures

Diana was going to meet with Colin High, Manager for Major Works in Estates; and Ian and Diana were planning to meet to discuss this issue further. Ian to report.

n) Car parking

Diana was going to request information from the Travel Team about this issue. Diana to report.

o) Gender-neutral toilets

Diana was going to initiate a minor works request to obtain a quote for three sets of gender-neutral toilets in the building and then explore funding options. Diana to report.

8. Out-of-Hours Use of Rooms on the Public Side of the Building

Internal events *

Diana has reported that she has updated information on the intranet relating to responsibilities of academic hosts and sponsors for out-of-hours events. This item will be removed from future agendas.

External events

Caroline has reported that she has discussed with the Head of Department team the issue of charging for external use of our building. We are receiving a number of requests from student societies, and it is felt that these, and other external events, bring associated costs to the Department. We are also increasingly mindful of the need to demonstrate compliance with the risks linked to offering out-of-hours access to the building and this aspect must be carefully considered. To discuss.

9. Student Feedback

Jamie, Postgraduate Student Rep, to report.

10. Equality, Diversity and Inclusion (EDI)

Do Committee members have any EDI issues they would like to raise?

11. Any Other Business

12. Date of Next Meeting

Dates for the next meetings are as follows. All meetings will take place as hybrid meetings located in GS15 from 14.00.

- Thursday, 26 March 2026
- Thursday, 14 May 2026
- Thursday, 25 June 2026